



CITY OF DOVER

CITY COUNCIL - AGENDA

REVISED

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 26, 2011**
Meeting Time: **7:00pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL ATTENDANCE

5. PROCLAMATIONS/AWARDS – None

6. APPROVAL OF AGENDA

7. PUBLIC HEARINGS

A. AMENDMENT OF FY2011 FEE SCHEDULE TO ESTABLISH ON-STREET PARKING PERMIT RATES

SPONSORED BY MAYOR MYERS BY REQUEST

B. CHAPTER 5, BOARDS, COMMISSIONS AND COMMITTEES - TRANSPORTATION ADVISORY COMMISSION MEMBERSHIP

SPONSORED BY COUNCILOR WESTON

C. CHAPTER 166-30 - VEHICLES AND TRAFFIC – FIRST NOTICE OF VIOLATIONS

SPONSORED BY MAYOR MYERS BY REQUEST

D. CHAPTER 170 – ARCH STREET REZONING

(REQUIRES A 2/3 VOTE OF THE CITY COUNCIL MEMBERS PRESENT AND VOTING TO APPROVE THE PLANNING BOARD'S RECOMMENDATION FOR THE ARCH STREET REZONING.)

SPONSORED BY DEPUTY MAYOR TREFETHEN

8. CITIZEN'S FORUM

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.

9. CITY MANAGER'S REPORT

10. APPROVAL OF MINUTES

A. January 5, 2011 – Special Meeting

B. January 5, 2011 – Workshop Session

C. January 12, 2011 – Workshop Session

D. January 12, 2011 – Regular Meeting



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11. MAYOR'S REPORT

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

- 1. CHAPTER 5, BOARDS, COMMISSIONS AND COMMITTEES - TRANSPORTATION
ADVISORY COMMISSION MEMBERSHIP
SPONSORED BY COUNCILOR WESTON**
- 2. CHAPTER 166-30 - VEHICLES AND TRAFFIC – FIRST NOTICE OF VIOLATIONS
SPONSORED BY MAYOR MYERS BY REQUEST**
- 3. CHAPTER 170 – ARCH STREET REZONING
(REQUIRES A 2/3 VOTE OF THE CITY COUNCIL MEMBERS PRESENT AND
VOTING TO APPROVE THE PLANNING BOARD'S RECOMMENDATION FOR
THE ARCH STREET REZONING.)
SPONSORED BY DEPUTY MAYOR TREFETHEN**

B. ORDINANCES IN THE 3rd READING – None

C. RESOLUTIONS

- 1. ADOPTION OF FY2012-2017 CAPITAL IMPROVEMENTS PROGRAM
SPONSORED BY MAYOR MYERS BY REQUEST**
- 2. APPROPRIATION FOR FY2012 CAPITAL IMPROVEMENTS PROGRAM AND
AUTHORIZATION FOR BONDING
SPONSORED BY MAYOR MYERS BY REQUEST**
- 3. APPROPRIATION FOR FY2012 CAPITAL IMPROVEMENTS PROGRAM –
NON-DEBT FINANCED PROJECTS (REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR MYERS BY REQUEST**
- 4. AMENDMENT OF FY2011 FEE SCHEDULE TO ESTABLISH ON-STREET
PARKING PERMIT RATES (REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR MYERS BY REQUEST**



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13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. RAFFLE – Greater Dover Chamber of Commerce**
- 2. TAG – Girls Scouts of the Green & White Mountains, Troop 2012**

COMMITTEE REPORTS

- | | |
|--|---|
| 1. School Board | 7. Solid Waste Advisory Commission |
| 2. Planning Board | 8. Transportation Advisory Commission |
| 3. Appointments Committee | 9. Joint Building Committee – Horne Street |
| 4. Recreation Advisory Committee | 10. Joint Building Committee – Media Access |
| 5. McConnell Center Advisory Committee | 11. Legislative Liaison |
| 6. Arts Commission | 12. Pool Advisory Committee |

B. RESOLUTIONS

- 1. ACCEPTANCE OF MALLARD LANE**
SPONSORED BY MAYOR MYERS BY REQUEST
- 2. ACCEPTANCE OF PICARD LANE**
SPONSORED BY MAYOR MYERS BY REQUEST
- 3. ACCEPTANCE OF CARRIAGE HILL LANE**
SPONSORED BY MAYOR MYERS BY REQUEST
- 4. RESOLUTION TO ESTABLISH A STORM WATER UTILITY**
(TO BE REFERRED TO A PUBLIC HEARING ON FEBRUARY 9, 2011)
SPONSORED BY COUNCILOR NEDELKA

C. ORDINANCES IN 1ST READING

- 1. CHAPTER 5-9, BOARDS COMMISSIONS AND COMMITTEES - DOVER UTILITY COMMISSION – STORM WATER FUNCTIONS**
(TO BE REFERRED TO A PUBLIC HEARING ON FEBRUARY 9, 2011)
SPONSORED BY COUNCILOR NEDELKA

14. COUNCIL CORRESPONDENCE – None

15. COUNCIL MATTERS OF INTEREST

16. ADJOURNMENT



CITY MANAGER'S REPORT



JANUARY 26, 2011

SUBMITTED BY:

J. MICHAEL JOYAL, JR.
CITY MANAGER

**CITY OF
DOVER, NH**

AVAILABLE ONLINE:

WWW.DOVER.NH.GOV

Dover Business & Industrial Development Authority Economic Development Overview

Dan Barufaldi

Sector Review:

Retail: A large uptick in retail sales in the last month as holiday spending (5.5% above 2009) added to normal levels and unemployment and fear of unemployment mitigated slightly as unemployment rates hovered minimally above and below projected levels although overall employment continued in decline. Dover unemployment remained at 4.4% as national unemployment rose to 9.8% from 9.6% in the previous month.

Restaurants: Fast food sales are up moderately due to price cut "specials" and holiday shoppers. Other breakfast and lunch sales continue at slightly reduced levels. Dinner sales at higher end restaurants were buoyed somewhat by the holidays.

Hotels/Motels: Sales activity is highly location sensitive, but off markedly. Weekend sales remain scarce as winter weather sets in. Our downtown hotel continues to record high occupancy levels, but at slim margins. The Microtel at Weeks Crossing, back in operation under new ownership, was advertising holiday specials recently although their occupancy rates remain below break even levels.

Services: Financial services continue to improve. Services connected to project work are off markedly. Travel (seasonal), cleaners, and cleaning services sales remain off, but are now stabilizing. Software sales are rising steeply. Educational services continue to grow.

Construction: Some residential construction improvement, but very spotty. Commercial activity exists, particularly in building rehab, but continues to be focused on bargain hunting. Lower rehab costs for existing commercial/ industrial buildings and lack of financing availability make new construction scarce.

Manufacturing: Remains in decline even as inventories are depleted. Electronic assembly is experiencing an uptick with rush delivery requests common. Food manufacturing and electronic recycling are showing growth signs locally. New car inventories are still above normal, and likely to remain so in the short term as the "clunker" program borrowed from future new car sales that have fallen off despite new model introductions for 2010. Some bright spots exist at specific brand outlets like Ford, GM, Hyundai and VW.

Healthcare: Still in a growth mode, but uninsured unemployed patients are mitigating that growth. Medicare/ Medicaid payment uncertainty and the political/economic quandary of healthcare reform/ insurance programs and resistance to rising medical care costs will delay some expansion. Doctor and hospital visits are off during the holidays and emergency room activity is increasing significantly as health insurance is often lost due to unemployment.

Commercial Real Estate Space: A large office space inventory continues to drive prices downward. Lower cost mill space is doing better than higher cost mill office space currently. The WDH Exit 9 Medical Practice Building is now occupied, releasing office leased space near the WDH main campus. WDH has removed one floor from their main campus expansion plans. One of our major mill spaces is only 43% occupied and has lost two large tenants to another Dover location with door side parking. Lack of proximate parking remains a serious deterrent.

Local Business Retention Contacts:

Real Estate Agents: Commercial agents contacted all have high inventories, few sales, and expect that commercial real estate is still in its decline cycle, following residential real estate by about 18 months on average. Recent flurry of interest in our Enterprise Park parcels by two firms one a UNH spin off, and another Massachusetts company. The others have either postponed any move to conserve cash in a slow economy or are looking for less expensive approaches through rehabbing existing older buildings. One Crosby Rd. business has their condominium property up for sale or lease due to reduced sales revenues being experienced.

Developers/Builders: A lot of rehab of leasable office space, manufacturing, and warehouse space is underway, including the Goss Building, Moore Building, Collins & Aikman and Prime Leather. More new office/warehouse leases are being sold at this time, but space is being leased at reduced prices to gain long term commitments.

Mills: AT&T call center space is still not leased to a new tenant. Loss of two significant leased office space tenants to another Dover location has occurred. Lack of on-site parking is a continuing problem. Other mill space has been taken as a children's toy store on the ground floor opposite the Children's Museum.

Another Mill now has less than 12,000 sq. ft. unoccupied and has prospects for a baked goods manufacturing operation and a deli/bakery restaurant coffee shop. The move in has been extended and a new partnership formed with additional capital needed to attract needed financing. This has delayed occupancy. This space will now be used as an event hall with a commercial kitchen.

Downtown: Three spaces are open currently, but with several small businesses selling discretionary rather than necessary products and services at risk due to the unavailability of credit and a lack of curbside parking. DBIDA is working with SEDC and DRED to explore the possibilities to help these businesses, and is also reviewing their business models with them to uncover opportunities for increased revenues and/or reduced expenses. Credit card companies and banks have cut or eliminated the credit lines traditionally used by small business people to bridge seasonal and/or receivable/payable time lags. Other SBA loan programs are being accessed, as these are now more available through local/ regional banks and are more likely to be able to respond in time. A new Fed stimulus program aimed at providing credit to small businesses through the SBA has been announced, and local banks finally have enough details on the program to start lending at this time. Dialogue with the Dover Economic Loan Program Administrator has been initiated. A few downtown businesses with limited resources, heavy debt loads, old business models and adaptability have now closed.

Unemployment:

Dover: Currently at 4.4%

Portsmouth: 4.0%

Rochester: 5.2%

Somersworth: 5.4%

Manchester: 5.8%

Concord: 4.5%

New Hampshire: 5.0%

Maine: 6.7%

Massachusetts: 7.7%

Rhode Island: 11.02%
Vermont: 5.1%
New England: 7.7%
U.S.: Currently at 9.8%.

Incentive Activity:

ERZ Districts (3) Progress: Four new businesses so far have moved into ERZ locations in Dover. ERZ District availability has positively influenced four move-in companies to date representing just under 200 jobs. Two new ERZ Districts on Sixth Street (including Enterprise Park) and Mast Road have passed all application requirements from the State and their approval is imminent.

Outreach/Attraction:

Enterprise Park: Two companies are currently putting their paperwork together and exploring building designs and costs for 25,000 and 40,000 sq. ft. buildings, respectively in the Park. Dover ERZ benefits are still on the table and being considered along with the lease-to-buy incentive.

Goss Building: A new wind turbine assembly company is scheduled to move into the Goss Building shortly. Employment numbers are not yet set, but 20-25 employees is the most recent estimate.

Industrial Park Drive: A Wilmington, MA ski sports company is awaiting a final air quality test approval by DES to execute a lease for 55,000 sq. ft. at 16 Industrial Park Drive. Terms of the lease are all approved by the parties.

Crosby Road Industrial Park: A Massachusetts company contemplating a new build in Enterprise Park is looking at two locations on Crosby Road as an interim Dover location as their Enterprise Park property is being built.

Public Activities:

NH Economic Summit, SNH University, Manchester
Regional Business outreach Mtg. DRED, Great Bay Community College
ITACONIX Mtg./ Enterprise Park
Friendly Force Ambassador Mtg.
Ribbon Cutting Meetings (4)
Hazardous Mitigation Planning Mtgs. (3)
Skyhaven Marketing Committee Mtg.
Skyhaven Advisory Board
St. Charles Property meetings (2)
Stormwater Advisory Committee Mtgs. (2)
Arbor Woods Clubhouse Opening Reception
BUSINESSNH Advertising Meeting, Seacoast Alliance
Parking Commission Meetings (2).
Government Affairs Committee Meeting-Chamber
Kent Creative Quarterly newspaper meetings (3)
DRED Meeting: ERZ District Applications
Tourism Leadership Partner meeting (2)
DBIDA Board meeting
NHCIBOR Quarterly meeting, Bedford, NH
Hospitality Industry/Tourism Meeting
Monthly Networking Leads Group 2nd Tuesdays
Arts Commission Meeting
City Council meetings

Office Interiors contact ITACONIX Presentation UNH
Development Issues Meeting/Planning
TRC Meetings (2)
CIBOR Seacoast Marketing Meeting: Pease
Gundalow Season Celebration: Portsmouth
BusinessNH Meeting with Pease, Rochester, Somersworth, Portsmouth
Buy Local Meeting with Dover Chamber Director

Summary of Matters General Legal Counsel

Allan Krans

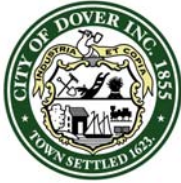
The role of the Office of General Legal Counsel is to represent the corporation as a whole including the City Council, the City Manager and the Departments.

The use of outside counsel to handle specialty matters continues and consists of counsel involved in environmental matters(Attorney Peltonen) and labor negotiations(Attorney Broth).There are a small number of other attorneys hired on a variety of smaller matters.

SELECTED MATTERS FOR DECEMBER 2010:

- Assistance to the City Council: drafting/review of resolutions and ordinance revisions; attendance at meetings;
- Assistance to the Community Services Department: enforcement, storm water utility questions
- Assistance to the Planning Department: enforcement actions involving zoning violations; review of easement and developer documents
- Assistance to the Schools: Joint Building Committee
- Assistance to the Finance Department: contract reviews and preparations; purchasing matters;
- Assistance to the Recreation Department: review of leases;
- Assistance to the Police: review of litigation matters in NH Supreme Court; parking matters;
- Assistance to the City Manager: review of documents for signature; review of New Hampshire Supreme Court cases; review of litigation; codification of the ordinances project;

The role of the Office of General Legal Counsel is to represent the corporation as a whole including the City Council, the City Manager and the Departments. The focus of the Office of General Legal Counsel is to avoid legal problems for the City by advising staff members, reviewing legal documents, addressing citizen concerns proactively, providing guidance to the boards, commissions and committees of the City and assisting City Councilors in the performance of their duties. The goal is to save money for the taxpayers and the City of Dover. A further role of the City Attorney is to respond to matters involving litigation. This role involves contacts with opposing legal counsel on a regular basis, the attendance at hearings and the trial of matters before the Courts.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, January 5, 2011**
Meeting Time: 7:00 pm

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Garrison led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Myers, Deputy Mayor Trefethen, Councilor Carrier, Councilor Cheney, Councilor Cruikshank, Councilor Garrison, Councilor Hooper, Councilor Nedelka and Councilor Weston.

Also present: City Manager Joyal, General Legal Counsel and City Clerk Lavertu.

5. PUBLIC HEARINGS

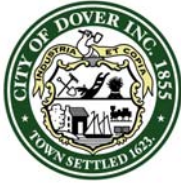
A. RESOLUTION: APPROPRIATION FOR FY2012 CAPITAL IMPROVEMENTS PROGRAM AND AUTHORIZATION FOR BONDING SPONSORED BY MAYOR MYERS BY REQUEST

David Scott, 220 Back Road: He reminded the Council that the message from the last election was to stop spending. He said homeowners cannot afford a property tax increase. He said the City should not be borrowing money. He asked the Council to set a policy that made the CIP debt neutral.

Edward Bleiler, 28 Isaac Lucas Circle: He read his handout to the Council.

Donald Medbery, 3 Covered Bridge Lane: He spoke about the items addressed in CIP and how the City is going to pay for it. He said these are not good times and the City shouldn't be bonding some of these projects. He said residents in Dover have only increased from 26,000 to around 28,000. He asked the Council to stop considering Dover as a similar destination to Portsmouth. He spoke about the Superfund site and suggested that the City not spend a lot of money on catch basins in that part of the City. He said he has spent money on 91-A requests to discover answers regarding payroll and double dipping contracts.

Brian Stern, 201 Tolend Road: He thanked the Council for their work during these times. He said taxes are too high for everyone and changes need to be made. He referred to two newspaper articles; Moody downgrading New Hampshire's bonds, and the second article referring to the City Manager's comment that the faith in the community will prevail. He felt that wasn't a way to manage the City's budget. He spoke about specific CIP projects that he didn't understand. He referred to the \$800,000 for a bathhouse, and said any contractor can build a huge house, with five bathrooms, and a swimming pool for a whole lot less than that. He referred to \$60 million for a new high school and \$6.5 million for elementary school



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renovations, and said they were beyond his comprehension. \$3 million to enclose the pool that is running at a deficit. Speed bumps at \$25,000 a piece when he could pave his driveway twice. He asked where the figures came from, because he felt they were out of control. He said it would be nice to clean up Maglaras Park, but the City caused a lot of the problems with dumping dredge spoils there. He did agree with some projects that needed to be done; wastewater treatment plant upgrades, stormwater drains, and library books. He felt the CIP needed to be gutted. He said he lives on Tolend Road and he would love for it to be fixed, but felt the City just can't do it. He asked the Council to not go forward with the CIP at this time.

Raymond Bardwell, 199 Spur Road: He asked if the Police Department was looking into using a more environmentally friendly vehicle to get better gas mileage. He referred to the new Police Station project, and referred to renovations that could be made in the City Hall to accommodate the Police Department. He referred to the Whittier Street project, the cost for realignment and the City saving money by using the old bridge abutments. He said that savings could be used to fix the 3,500 manholes and catch basins. He referred to the \$1.8 million for Maglaras Park and asked about a AAA or AA baseball team. He said the City needs to be fixed for everyone. He was in favor of air conditioning at the Library. He said the renovations at Garrison Elementary School and the new high school have to be addressed. He said the CIP needs to be readdressed and reductions made to the overall plan.

Mayor Myers, seeing no one else wishing to speak, closed the Public Hearing.

B. RESOLUTION: APPROPRIATION FOR FY2012 CAPITAL IMPROVEMENTS PROGRAM – NON-DEBT FINANCED PROJECTS SPONSORED BY MAYOR MYERS BY REQUEST

Mayor Myers, seeing no one wishing to speak, closed the Public Hearing.

6. CITIZEN'S FORUM

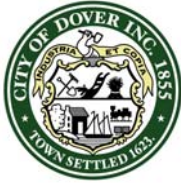
Citizens are invited to speak on the subject matter of the Special Meeting. Statements shall be limited to five minutes.

Mayor Myers, seeing no one wishing to speak, closed the Citizen's Forum.

7. UNFINISHED BUSINESS

A. RESOLUTION: ADOPTION OF FY2012-2017 CAPITAL IMPROVEMENTS PROGRAM (TO BE DEFERRED FOR FURTHER DELIBERATIONS) SPONSORED BY MAYOR MYERS BY REQUEST

Deputy Mayor Trefethen moved to defer for further deliberations; seconded by Councilor Hooper.



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Mayor Myers said the vote on the CIP will take place on January 26, 2011, so the Council can have a workshop on January 19, 2011 regarding the Financial Policy Committee recommendations.

Vote: 9/0

**B. RESOLUTION: APPROPRIATION FOR FY2012 CAPITAL IMPROVEMENTS
PROGRAM AND AUTHORIZATION FOR BONDING
(TO BE DEFERRED FOR FURTHER DELIBERATIONS)
SPONSORED BY MAYOR MYERS BY REQUEST**

Deputy Mayor Trefethen moved to defer for further deliberations; seconded by Councilor Weston.

Vote: 9/0.

**C. RESOLUTION: APPROPRIATION FOR FY2012 CAPITAL IMPROVEMENTS
PROGRAM – NON-DEBT FINANCED PROJECTS (REQUIRES A 2/3 MAJORITY VOTE)
(TO BE DEFERRED FOR FURTHER DELIBERATIONS)
SPONSORED BY MAYOR MYERS BY REQUEST**

Deputy Mayor Trefethen moved to defer for further deliberations; seconded by Councilor Weston.

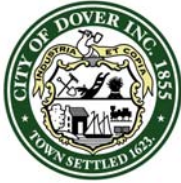
Vote: 9/0.

8. NEW BUSINESS – None

9. ADJOURNMENT

Deputy Mayor Trefethen moved to adjourn to a Workshop Session; seconded by Councilor Weston.

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Workshop
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, January 5, 2011**
Meeting Time: **Immediately following Special Meeting**

1. CALL TO ORDER

2. ROLL CALL ATTENDANCE

Present: Mayor Myers, Deputy Mayor Trefethen, Councilor Carrier, Councilor Cheney, Councilor Cruikshank, Councilor Garrison, Councilor Hooper, Councilor Nedelka and Councilor Weston.

Also present: City Manager Joyal, General Legal Counsel and City Clerk Lavertu.

3. CAPITAL IMPROVEMENT PROGRAM (CIP) DISCUSSION

Mayor Myers said he appreciated Public Hearing comments during the Special Meeting, but wanted to say there have been some significant changes to the CIP, referring to the updated version dated December 8, 2010.

Deputy Mayor Trefethen gave an update on the Planning Board's position on the CIP. He said the Planning Board voted to approve the revised CIP.

City Manager Joyal referred to the revisions and said what was left were the major infrastructure projects, school projects, and some maintenance with the recreation facilities. He said financing for many of the projects are relying on reserve funds, and the funding of those reserves will be critical for the success of the CIP.

Deputy Mayor Trefethen referred to the money coming in for the Garrison Elementary School and the project being delayed a year, and at the same time retiring \$2.3 million in debt. He said he was concerned that the amount of money that is in their operating budget that is paying for the \$2.3 million debt will be consumed in the operating budget and next year the funds will not be available. He asked that the School Department to set up a capital reserve fund for that money. He said the City side of the budget is retiring \$4 million in debt this year, and incurring \$2.4 million in new debt. He said there still are a couple of projects that he feels could be moved out a year or two on the debt portion of the CIP.

Councilor Nedelka started a discussion on the realignment of the Whittier Street Bridge.

City Manager Joyal said the bridge will be realigned for better traffic flow. He said the State bridge aid will cover 80% of the project.

Councilor Nedelka said he was pleased with the changes made to the CIP. He asked about the boat launch.

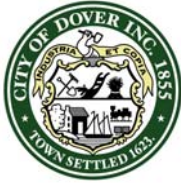
City Manager Joyal said the City is in discussions with UNH and they would be paying for the boat launch.

Councilor Hooper started a discussion on the price of the bathhouse, stating that she was distressed by the amount.

City Manager Joyal said the original proposal was to build a new bathhouse structure at the far end of the pool, which would also include concession facilities and training facilities. He said the revised proposal is renovating the existing bathhouse for \$185,000.

Councilor Hooper asked about enclosing the Jenny Thompson pool.

City Manager Joyal said it was in the sixth year of the CIP, and would allow the City to have one pool that could be used on a year-round basis. He said they would close or find another use for the current indoor pool.



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Mayor Myers reviewed the changes to the CIP. He stated there was a \$0.49 increase in the operating budget, largely due to street improvements. He said they probably won't budget the full \$1.8 million, but it should be more than last year's \$670,000. He agreed with the Deputy Mayor's comment regarding the School Department setting up a capital reserve fund. He referred to the memo from the School Board regarding the use of \$600,000 from impact fees, and said he wasn't against it but he wouldn't support it until after they know when the legislature in Concord is planning to restore State building aid. He said it may jeopardize the building aid the City receives. Deputy Mayor Trefethen referred to Council Hooper's comment about enclosing the Jenny Thompson pool. He asked for information from the City Manager about the life expectancy of the present pool.

City Manager Joyal said the pool is in very good shape. He said six years from now it will need attention, but that was normal for any facility. He said those concerns will be addressed in a comprehensive study.

Councilor Weston referred to the Deputy Mayor's comment regarding the School establishing a Capital Reserve Fund, and asked if the City should do the same where the proposed CIP is incurring less debt than is being retired.

Mayor Myers said the City is putting money into capital within the operating budget instead of debt financing. It's more of a pay-as-you-go financing instead of debt financing for capital projects.

Councilor Nedelka started a discussion on the reserve fund for parks.

Councilor Garrison said he felt the Henry Law Park improvements was a priority and should be moved up on the CIP.

City Manager Joyal said the bathhouse was scheduled first mainly because of the efforts being generated by the Pool Advisory Committee. He said the committee is trying to increase the number and caliber of events being held at the pool. He said the bathhouse needs to be addressed to attract these events. He said they have made some repairs to the playground equipment at Henry Law Park.

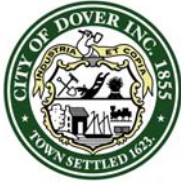
Deputy Mayor Trefethen asked the Police Chief about the vehicle replacements changes now that Crown Victorias will no longer be offered by Ford.

Police Chief Colarusso said this was the last year for the Ford Crown Victoria. They are looking at three models for next year made by Ford, Chevy and Dodge. He said they were leaning towards the Ford model, which is based on the Taurus, but there are still some questions regarding equipment transfer. He said there will be fuel savings, which may offset some of the cost for new equipment. He said they have Ford Fusions for the detectives and investigators, but felt it was too small for the on-street cruisers because of all their equipment, and too small in the back seat for transport.

Deputy Mayor Trefethen asked if they should go to standard black and white on the cruisers.

Police Chief Trefethen said they can, but they're also looking into new technology and color labels, which wouldn't involve painting the vehicle.

Mayor Myers said the Council anticipates voting on the CIP resolutions on January 26, 2011.



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type:	Workshop
Meeting Location:	Council Chambers, City Hall
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Meeting Time:	Immediately following Special Meeting

4. STORMWATER FEASIBILITY STUDY

Councilor Nedelka gave a PowerPoint presentation to the Council regarding the Stormwater Feasibility Study.

Deputy Mayor Trefethen started a discussion about publicity and not hearing about other cities and towns addressing the issue.

City Manager Joyal said it was a big issue and the press just isn't generating publicity. He said Dover is one of the first communities that recognized that it needs to be addressed.

Mayor Myers started a discussion regarding tax exempt parcels. He asked if the City get an exemption or credit for steps already taken.

Councilor Nedelka said he would look into that.

City Manager Joyal said the EPA may require treatment for stormwater.

Councilor Cheney started a discussion on one ERU equaling 3,900 square feet of impervious service area. She asked if there are impact fees currently. She said this is now being handled by the Community Services Department.

Councilor Nedelka said this wasn't changing how it was done, they weren't going to hire new people. He said the money is a shift from property taxes to the fee structure.

Councilor Cheney asked how much of the \$2.65 base charge is for additional administrative services and how much is for the City roads.

Councilor Nedelka said \$1.10 was the administrative portion. He said the Stormwater charge will be added to the utility bill.

Mayor Myers asked for the final vote of the Stormwater Feasibility Committee on the final recommendations to the Council.

Councilor Nedelka said it was a unanimous vote.

Deputy Mayor Trefethen started a discussion about what needed to be completed by July 1, 2011.

Councilor Nedelka said in January he will be bringing forth an Ordinance change to create the stormwater utility. He said if it is approved and created, then the Council will need to create an Ad-Hoc Committee. He said they will at some point have rules that the Council will have to approve.

Councilor Weston asked if there were any cons in creating this utility.

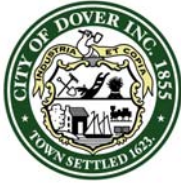
City Manager Joyal said they have to assess the value and create the bills.

5. CITIZEN'S FORUM

Citizens are invited to speak on the subject matter of the Workshop. Statements shall be limited to five minutes.

Otis Perry, 91 Court Street, Dover Utility Commission Chairperson: He said he was in favor of this utility, but felt it will double the work of the Utility Commission.

Mayor Myers, seeing no one else wishing to speak, closed the Citizen's forum.



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Workshop
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, January 5, 2011**
Meeting Time: **Immediately following Special Meeting**

6. ADJOURNMENT

Deputy Mayor Trefethen moved to adjourn to Executive Session; seconded by Councilor Weston.

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, January 12, 2011**
Meeting Time: **6:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Nedelka led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Myers, Deputy Mayor Trefethen, Councilor Carrier, Councilor Cheney, Councilor Cruikshank, Councilor Garrison, Councilor Hooper, Councilor Nedelka and Councilor Weston.

Also present: City Manager Joyal, General Legal Counsel and City Clerk Lavertu.

5. LEGISLATIVE MATTERS

Mayor Myers asked the New Hampshire State Senator and New Hampshire State Representatives to introduce themselves to the Council.

Senator Amanda Merrill said she is starting her second term as State Senator for District 21. She serves on two committees: Energy and Natural Resources, and Public and Municipal Affairs. She discussed the main issues that the Senate will be working on this year. She also discussed the bills that she is sponsoring.

Representative David Watters, District 4, Dover Wards 1 and 2. He serves on the Fish & Game Committee. He discussed the bills that he is sponsoring.

Representative Dorothea Hooper, District 5, Dover Wards 3 and 4. She discussed the new processes she has gone through since she is a new representative. She will be serving on the Municipal and County Government Committee. She discussed bills that they are working on.

Representative Marsha Pelletier, District 5, Dover Wards 3 and 4. She serves on the Legislation Administration Committee.

Representative Donald Andolina, District 6, Dover Wards 5 and 6. He recommended that the Council have a copy of the House of Representative Rules, because it describes some of the things that could happen this year. He serves on the Judiciary Committee.

Representative Peter Schmidt, District 4, Dover Wards 1 and 2. He addressed a few issues with the Council. He said this was the most ideological House of Representatives and Senate he has ever seen, and he felt the agenda being put forth is very radical. He asked citizens to pay attention to the legislation and to voice their opinions in Concord.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, January 12, 2011**
Meeting Time: **6:00 pm**

Mayor Myers informed the legislators that the Council Liaison is Councilor Garrison. The Council discussed legislative issues and their willingness to help the legislators.

6. CITIZEN'S FORUM

Citizens are invited to speak on the subject matter of the Workshop. Statements shall be limited to five minutes.

Mayor Myers, seeing no one wishing to speak, closed the Citizen's Forum.

7. ADJOURNMENT

Councilor Cruikshank moved to adjourn to the Regular Meeting; seconded by Councilor Nedelka.
Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 12, 2011**
Meeting Time: **7:00pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

Moment of Silence was held during the Workshop Session.

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was held during the Workshop Session.

4. ROLL CALL ATTENDANCE

Present: Mayor Myers, Deputy Mayor Trefethen, Councilor Carrier, Councilor Cheney, Councilor Cruikshank, Councilor Garrison, Councilor Hooper, Councilor Nedelka and Councilor Weston.

Also present: City Manager Joyal, General Legal Counsel and City Clerk Lavertu.

5. PROCLAMATIONS/AWARDS – None

6. APPROVAL OF AGENDA

Deputy Mayor Trefethen moved to add a letter from Mr. Vanderheide to Council Correspondence; seconded by Councilor Nedelka.

Vote: 9/0.

Deputy Mayor Trefethen moved to substitute 13.A.9. with amended Resolution; seconded by Councilor Hooper.

Vote: 9/0.

Deputy Mayor Trefethen moved to substitute 13.C.3. with amended Resolution; seconded by Councilor Carrier.

Vote: 9/0.

Councilor Hooper moved to add the School Board Report; seconded by Councilor Carrier.

Vote: 9/0.

Councilor Cheney moved to add a letter from Suzanne Jones to Council Correspondence; seconded by Councilor Weston.

Vote: 9/0.

Deputy Mayor Trefethen moved to approve the Agenda as amended; seconded by Councilor Garrison.

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 12, 2011**
Meeting Time: **7:00pm**

7. PUBLIC HEARINGS

A. RESOLUTION: AMENDMENT OF FY2011 FEE SCHEDULE TO ESTABLISH PARKING METER TOKEN RATES (REQUIRES A 2/3 MAJORITY VOTE) SPONSORED BY MAYOR MYERS BY REQUEST

Pam Simpson, 11 Toftree Lane, co-owner of Harvey's Bakery Shop: She felt Dover did not have a parking problem and shouldn't have paid parking, because it hurt businesses. She felt that the discounted tokens will allow Dover businesses to purchase tokens and hand them out to their customers. She said the City needed to educate people on how to use the new parking machines. She said businesses need help to find parking for their employees.

Joga Singh, Manager for Taste of India Restaurant: He said parking is a big problem. He said it should be cheaper and no fee after 5:00 pm.

Raymond Guillemette, 7 Hayes Lane, former owner of Harvey's Bakery: He said the Parking Commission didn't think about the people when they implemented the pay and display meters. He said people have to go to the meter and then back to their car to put the card on their dashboard. If it's raining or snowing, people with children, and elderly people find this very difficult. He understood that this is successful for the City, but he felt they should lower the fee to help customers. He asked for police officers to help those who don't know how to operate the meters. He asked that Officer Simon reassess the pricing program and make the transition easier. He said the City also needed to improve off street parking.

Anthony McManus, 39 Glen Hill Road, Vice-Chairperson for the Parking Committee: He said this Resolution was the next step in the process. He asked the Council to approve the discount token program as recommended by the Parking Committee.

Mayor Myers, seeing no one else wishing to speak, closed the Public Hearing.

8. CITIZEN'S FORUM

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.

Ann Fredette, 109 Back River Road, Member of the Pool Advisory Committee: She informed the Council that January 24th is the start of Dover Swims Week. She asked the public to help support the event.

David Montenegro, 55 Union Street: He discussed decisions that the City Council has to make and how they are made, and asked about the financial model that the Mayor mentioned at the last meeting.

Mayor Myers said the financial model that Mr. Montengro referred to will be discussed at the Council Workshop scheduled for January 19, 2011.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 12, 2011**
Meeting Time: **7:00pm**

Peter Driscoll, 41 Arch Street: He discussed Item 13.C.3., Rezoning Arch Street, with the Council. He said on behalf of the citizens he asked that the Council support this Ordinance.

Mary Hebbard, 97 Spruce Lane: She spoke about Item 13.B.1., Creation of a Charter Commission, with the Council. She discussed the Stormwater Utility presentation, and said the City is moving too fast. She said minutes were missing for the meetings of the Stormwater Feasibility Study Committee. She said everyone should pay attention and say no to a new utility.

Councilor Nedelka asked for a point of order. He said he will check on the missing minutes for the Stormwater Feasibility Study Committee and have them updated as soon as possible.

Mayor Myers, seeing no one else wishing to speak, closed the Citizen's Forum.

9. CITY MANAGER'S REPORT

City Manager Joyal said he submitted his written report to the Council, and wanted to bring a few items to the Council's attention.

- New procedures for Downtown emergency parking ban. The Police Chief declares an emergency and then there is a phone tree to notify businesses. Please contact the Parking Bureau or Police Department with any questions.
- Environmental Protection Agency hosting an informational update on the Tolend Landfill Remediation Project. Held at Community Services, 271 Mast Road, on January 20, 2011.
- Feedback from the Council regarding selling the Pedestrian Bridge. He said Kennebunk, Maine is interested in it.

Councilor Nedelka asked if Kennebunk would be paying money for the bridge, and if it alleviated the City's responsibility because there was a grant involved.

City Manager Joyal said the City would be relieved of any grant responsibility. He said there was just an expression of interest in the bridge, and no formal offers have been made.

Councilor Carrier started a discussion in favor of moving the bridge.

City Manager Joyal said he would see what interest is out there. He said there is interest with citizens who are looking into fundraising and finding a place for the bridge in Dover. He said no final decision will be made without the Council.

Councilor Weston spoke about the update for the Local Government Center (LGC), and asked four questions:

- What is the status on recovering the money from the LGC that was used for Worker's Compensation?
- What is estimated amount that may come back to Dover?
- What is the status of Dover's position on the surplus?
- What is the estimate of what that amount would be?

City Manager Joyal they believe it will be about 1% of health premiums paid over a four year period, a little less than \$200,000. He said the LGC is waiting for a final determination by the Secretary of State as to whether there is a surplus owed to the communities. He felt the money owed to Dover would probably be a credit on future health insurance premiums.

Councilor Cheney asked when the dredge cell will be closed.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 12, 2011**
Meeting Time: **7:00pm**

City Manager Joyal said once the dredging work was completed they would come before the Council with the final plan. He said the dredge cell is not completely full. He said preliminarily they will be asking to cap the portion of the cell that is full, and would give the City an area to put spoils. He said they have secured tentative approval from Department of Environmental Services (DES) to put snow on top of the dredge spoils, allow it to melt, run off into the wastewater system and be treated in accordance with the EPA requirements.

Councilor Cheney asked about the catch basin materials.

City Manager Joyal said they dry out the catch basic materials before placing them into the dredge cell.

Mayor Myers referred to Pages 30-32 of the City Manager's Report, stating that most of the revenue numbers seem to be tracking. He asked about water/sewer revenues trailing.

City Manager Joyal said it was the lag in receipts for the second residential billing due in December and monthly commercial billing for December.

Mayor Myers asked for a column showing the percentage of actual expenditures.

City Manager Joyal said the new financial software has been programmed to show it.

Mayor Myers asked about lagging revenues for the Arena.

City Manager Joyal said it was based on cash received. He said January, February and March are the busiest months.

Deputy Mayor Trefethen moved to accept the City Manager's Report; seconded by Councilor Cruikshank.

Vote: 9/0.

10. APPROVAL OF MINUTES

- A. December 1, 2010 – Special Meeting**
- B. December 1, 2010 – Workshop**
- C. December 8, 2010 – Regular Session**

Deputy Mayor Trefethen moved to accept the Minutes; seconded by Councilor Garrison.

Vote: 9/0.

11. MAYOR'S REPORT

Mayor Myers said he did some final holiday events. He did a reading at Café on the Corner for the kids, which was the warm up act for Santa and Mrs. Claus. He delivered holiday baskets to several residents in Dover. He attended meetings for the Financial Policy Committee and Dover Business and Industrial Development Authority (DBIDA). He sent letters on behalf of the City to Senator Gregg, Representatives Hollingsworth and Shea-Porter thanking them for their service. He and the City Manager met with representatives from Fairpoint.

Deputy Mayor Trefethen moved to accept the Mayor's Report; seconded by Councilor Carrier.

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 12, 2011**
Meeting Time: **7:00pm**

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING – None

B. ORDINANCES IN THE 3rd READING – None

C. RESOLUTIONS

1. RESOLUTION: AMENDMENT OF FY2011 FEE SCHEDULE TO ESTABLISH PARKING METER TOKEN RATES (REQUIRES A 2/3 MAJORITY VOTE) SPONSORED BY MAYOR MYERS BY REQUEST

Deputy Mayor Trefethen moved for its adoption; seconded by Councilor Garrison.

Councilor Cheney moved to amend the Resolution to change the rate from \$0.20 for 20 minutes to \$0.10 for 20 minutes; seconded by Councilor Weston.

Mayor Myers said it's currently \$0.75 per hour, and asked for a percentage discount. He said this Resolution allows for a 20% discount, or \$0.60 per hour.

Councilor Cheney said she would like the discount to be \$0.30 per hour, or a 60% discount.

Councilor Cheney moved to amend the Resolution to change the discount to 60%, instead of 20%; seconded by Councilor Weston for discussion.

Councilor Weston clarified the discount amount. She felt 60% was too big a discount.

Councilor Hooper said they have to be careful not to impact Downtown businesses, but felt the City needed the parking revenue. She felt 50% would be a more moderate position.

Councilor Garrison suggested having a 50% discount for six months, 30% for the next six months, and then easing into the 20% discount.

Mayor Myers said he felt a 60% discount was too high. He felt this was going against the Parking Commission.

City Manager Joyal said Parking Commission did look at the system as a whole. He said it was the intent for businesses to purchase the tokens as an incentive program. He said it was part of something larger and a discount this large could defeat the purpose of pay and display meter system.

Councilor Cheney withdrew her motion to amend the Resolution.

Deputy Mayor Trefethen said tokens are a good idea, mostly used by people who frequent the Downtown area a lot, and the parking shufflers. He said most people will not use the token program. He felt there was a disconnect between the City Council and Parking Commission. He said it was the Council that was going to take the heat for the parking meters. He said the Council delegated authority to the Parking Commission, but the Council needs to be more in the loop before there is an official resolution.

Councilor Hooper asked for the cutoff point of where they are helping the merchant without cutting off revenue. She said the Council needed more information from the Parking Commission.

Mayor Myers said they should have a start off point with a discount when the meters go online.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 12, 2011**
Meeting Time: **7:00pm**

Deputy Mayor Trefethen asked when the new meters go online, and how the tokens were being sold.

City Manager Joyal said they are planning on using the new meters on January 18, 2011, and tokens are being sold by a roll.

Deputy Mayor Trefethen moved to amend the Resolution from a 20% discount to a 30% discount; seconded by Councilor Hooper.

Vote: 8/1; Passed. Mayor Myers was opposed.

Mayor Myers said he opposed because it went against the recommendations from the Parking Commission.

City Manager Joyal clarified that there were 30 tokens per roll, \$5.00, instead of \$7.50 without the tokens.

Mayor Myers asked for a vote on the amended Resolution.

Vote: 8/1; Passed. Mayor Myers was opposed.

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **RAFFLE – Dover High School Basketball Boosters – 12/12/10-12/30/10**
2. **RAFFLE – Dover High School Basketball Boosters – 1/15/11-1/30/11**
3. **RAFFLE – Dover High School Basketball Boosters – Home Games**
4. **RAFFLE – Saint Mary Academy**
5. **RESOLUTION: RECYCLING CENTER AGREEMENT WITH THE TOWN OF MADBURY**
SPONSORED BY MAYOR MYERS BY REQUEST
6. **RESOLUTION: B11027 PERIMETER SURVEYS, TEST BORINGS, ENVIRONMENTAL AND GEOTECHNICAL ANALYSIS FOR FOUR CITY OWNED PARKING LOTS**
SPONSORED BY MAYOR MYERS BY REQUEST
7. **RESOLUTION: B11028 ELECTRICAL SERVICES CONTRACTOR**
SPONSORED BY MAYOR MYERS BY REQUEST
8. **RESOLUTION: B11029 INTERSECTION SIGNAL REPAIRS & MAINTENANCE**
SPONSORED BY MAYOR MYERS BY REQUEST
9. **RESOLUTION: B11034 PURCHASE OF SIX (6) FORD VEHICLES**
SPONSORED BY MAYOR MYERS BY REQUEST
10. **RESOLUTION: B11035 PURCHASE OF FOUR 2011 FORD POLICE CROWN VICTORIA'S**
SPONSORED BY MAYOR MYERS BY REQUEST



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 12, 2011**
Meeting Time: **7:00pm**

11. RESOLUTION: MISCELLANEOUS OFFICE SUPPLIES SPONSORED BY MAYOR MYERS BY REQUEST

COMMITTEE REPORTS

- | | |
|--|---|
| 1. School Board | 7. Solid Waste Advisory Commission |
| 2. Planning Board | 8. Transportation Advisory Commission |
| 3. Appointments Committee | 9. Joint Building Committee – Horne Street |
| 4. Recreation Advisory Committee | 10. Joint Building Committee – Media Access |
| 5. McConnell Center Advisory Committee | 11. Legislative Liaison |
| 6. Arts Commission | 12. Pool Advisory Committee |

Deputy Mayor Trefethen moved for adoption of the Consent Calendar; seconded by Councilor Hooper.

Mayor Myers asked the Council if they had items they would like pulled for further discussion.

Councilor Hooper asked to pull the School Board Report.

Councilor Cheney asked to pull 13.A.6 and 13.A.8.

Councilor Garrison asked to pull the Pool Advisory Committee Report.

Mayor Myers pulled 13.A.5. and 13.A.10.

Mayor Myers asked for a roll call vote on the remaining items on the Consent Calendar.

Roll Call Vote: 9/0.

Deputy Mayor Trefethen moved to adopt 13.A.5.; seconded by Councilor Weston.

Deputy Mayor Trefethen moved to table this Resolution pending it going back before the Solid Waste Advisory Board; seconded by Councilor Weston.

Vote: 9/0.

Councilor Cheney moved to adopt 13.A.6.; seconded by Councilor Weston.

Councilor Cheney said she had a problem with this resolution because it directs the City Manager. She said she would not support this resolution.

Mayor Myers said DBIDA supports this resolution. This would give the City information and does not bind the Council into doing anything.

Deputy Mayor Trefethen said having this information is vital, regardless of the path the City takes.

Roll Call Vote: 8/1; Passed. Councilor Cheney was opposed.

Councilor Cheney moved to adopt 13.A.8.; seconded by Councilor Weston.

Councilor Cheney asked if the City's employees will be trained.

City Manager Joyal said things happen to the signals with underground wiring and programming needs to be done. He said only an experienced technician can handle it. If a light simply goes out the experienced technician will instruct a City employee on how to fix it without charge.

Roll Call Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 12, 2011**
Meeting Time: **7:00pm**

Deputy Mayor Trefethen moved to adopt 13.A.10; seconded by Councilor Weston.
Mayor Myers realized he wanted to pull 13.A.9. – the amended Resolution was numbered incorrectly.

Councilor Cheney moved to rescind the vote for 13.A.9. on the Consent Calendar; seconded by Councilor Garrison.
Vote: 9/0.

Deputy Mayor Trefethen moved to substitute as a whole 13.A.9.; seconded by Councilor Weston.
Vote: 9/0.

Mayor Myers said this went out to bid, none were lower than the State's bid, and then they went to the local company to see if they would match the State's bid. The substituted resolution is with the local vendor who agreed to the State's bid price. He was concerned with the integrity of the City's bidding process.

The Council discussed the bidding process.

Roll Call Vote: 8/1; Passed. Councilor Hooper was opposed.

Deputy Mayor Trefethen moved to adopt 13.A.10.; seconded by Councilor Garrison.
Roll Call Vote: 9/0.

Councilor Hooper discussed her School Board Report to the Council.

Councilor Cruikshank moved to accept the School Board Report; seconded by Councilor Nedelka.
Vote: 9/0.

Councilor Garrison discussed his Pool Advisory Committee Report to the Council. He said the Pool Advisory Committee will be presenting to the Council on February 10, 2011.

Councilor Cruikshank moved to accept the Pool Advisory Committee Report; seconded by Councilor Nedelka.
Vote: 9/0.

B. RESOLUTIONS

1. CREATION OF CHARTER COMMISSION

SPONSORED BY MAYOR MYERS

Deputy Mayor Trefethen moved for its adoption; seconded by Councilor Weston.

Mayor Myers said the last Charter Commission made it a policy that the question of creating a Charter Commission was asked every ten years. He said he was not in favor of creating a Charter Commission.

Roll Call Vote: 0/9.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 12, 2011**
Meeting Time: **7:00pm**

**2. B10033 AWARD OF EXPANDED SCOPE OF WORK TOLEND ROAD AND
WATSON ROAD ENGINEERING SERVICES
SPONSORED BY MAYOR MYERS BY REQUEST**

Deputy Mayor Trefethen moved for its adoption; seconded by Councilor Cruikshank. Councilor Cheney discussed the additional work, and asked why it wasn't known originally. City Manager Joyal said the land originally planned to be used was not large enough and another larger piece of property needs to be surveyed.
Roll Call Vote: 8/1; Passed. Councilor Cheney was opposed.

**3. AMENDMENT OF FY2011 FEE SCHEDULE TO ESTABLISH ON-STREET
PARKING PERMIT RATES
(TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 26, 2011)
SPONSORED BY MAYOR MYERS BY REQUEST**

Deputy Mayor Trefethen moved to refer to a Public Hearing on January 26, 2011. Mayor Myers asked if the Council wanted to have a discussion on this before the public hearing and vote on January 26th. City Manager Joyal suggested that the Council have a Workshop on this before the meeting on January 26th. Councilor Cruikshank seconded the motion. Deputy Mayor said the first page refers to Zones A & B, and the background information refers to Zones 1 & 2. He asked that it be corrected to be consistent.
Vote: 9/0.

C. ORDINANCES IN 1ST READING

**1. CHAPTER 5, BOARDS, COMMISSIONS AND COMMITTEES - TRANSPORTATION
ADVISORY COMMISSION MEMBERSHIP
(TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 26, 2011)
SPONSORED BY COUNCILOR WESTON**

Deputy Mayor Trefethen moved to refer to a Public Hearing on January 26, 2011; seconded by Councilor Weston.
Vote: 9/0.

**2. CHAPTER 166-30 - VEHICLES AND TRAFFIC – FIRST NOTICE OF VIOLATIONS
(TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 26, 2011)
SPONSORED BY MAYOR MYERS BY REQUEST**

Deputy Mayor Trefethen moved to refer to a Public Hearing on January 26, 2011; seconded by Councilor Hooper.
Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 12, 2011**
Meeting Time: **7:00pm**

**3. CHAPTER 170 – ARCH STREET REZONING
(REQUIRES A 2/3 VOTE OF THE CITY COUNCIL MEMBERS PRESENT AND
VOTING TO APPROVE THE PLANNING BOARD’S RECOMMENDATION FOR
THE ARCH STREET REZONING.)
(TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 26, 2011)
SPONSORED BY DEPUTY MAYOR TREFETHEN**

Deputy Mayor Trefethen moved to refer to a Public Hearing on January 26, 2011;
seconded by Councilor Cruikshank.
Vote: 9/0.

14. COUNCIL CORRESPONDENCE

- A. Letter from Mr. Vanderheide** – added during Approval of Agenda
- B. Letter from Suzanne Jones** – added during Approval of Agenda

Deputy Mayor Trefethen moved accept the correspondence and place on file; seconded by
Councilor Weston.
Vote: 9/0.

15. COUNCIL MATTERS OF INTEREST

Councilor Nedelka spoke about the Stormwater Feasibility Committee minutes.
Councilor Weston asked for an accounting of the donation envelopes.

16. ADJOURNMENT

Deputy Mayor Trefethen moved to adjourn; seconded by Councilor Weston.
Vote: 9/0.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2011.01.12 - 1**
Ordinance Title: Transportation Advisory Commission Membership
Chapter: Chapter 5, Boards, Commissions and Committees

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 5, entitled “Boards, Commissions and Committees” by designating a COAST Public Transit representative to membership on the Transportation Advisory Commission and creating two alternate positions.

2. AMENDMENT

Chapter 5 entitled “Boards, Commissions and Committees” is hereby amended by revising Section 5-14, “Transportation Advisory Commission” as follows:

THE FOLLOWING IS AMENDED (INSERTED NEW/REPHRASED LANGUAGE SHOWN IN BOLD):

A. **MEMBERSHIP: THE TRANSPORTATION ADVISORY COMMISSION SHALL CONSIST OF NINE (9) MEMBERS AND TWO (2) ALTERNATES. THE MEMBERSHIP SHALL INCLUDE ONE (1) MEMBER OF THE CITY COUNCIL, ONE (1) REPRESENTATIVE OF THE COOPERATIVE ALLIANCE FOR SEACOAST TRANSPORTATION (COAST) PUBLIC TRANSIT SYSTEM, AND THREE (3) STAFF MEMBERS ASSIGNED BY THE CITY MANAGER . ALL EX-OFFICIO MEMBERS SHALL HAVE VOTING PRIVILEGES.**

3. TAKES EFFECT

This ordinance shall take effect upon passage and publication of notice as required by RSA 47:18.

NOTE: NEEDS TO BE REFERRED TO PUBLIC HEARING

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Karen Weston
At Large

Approved for Legal Compliance: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2011.01.12 - 1**
Ordinance Title: Transportation Advisory Commission Membership
Chapter: Chapter 5, Boards, Commissions and Committees

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2011.01.12 - 1**
Ordinance Title: Transportation Advisory Commission Membership
Chapter: Chapter 5, Boards, Commissions and Committees

ORDINANCE BACKGROUND MATERIAL:

A recent revision to the Administrative Code changed the makeup of the Transportation Advisory Commission by eliminating the COAST representative from committee membership. By unanimous vote, the TAC recommends that this position be restored.

The Cooperative Alliance for Seacoast Transportation (COAST) was established under NH RSA 239 as a regional mass transportation system operating as a public body. The City of Dover is the main hub of COAST. Routes 1 and 2 operate on hourly schedules with several stops throughout the city. COAST operates the Dover Community Routes (Routes 30, 31 and 32) providing limited service between the outer neighborhoods of Dover, Dover High School, and the Dover Transportation Center. COAST operates the Dover FastTrans project (Routes 33, 34, and 35), providing regular, hourly bus service from downtown to homes, businesses, and remote parking in the city. The FastTrans project was begun at the direction of the City of Dover to provide fast and affordable transportation throughout the downtown area, with a goal to connect dense residential areas, remote parking lots, and transportation centers with the core downtown area. FastTrans is funded with a combination of "CMAQ" (a grant for projects that will improve air quality and reduce traffic congestion) awards, City Transportation Reserve, and Federal Transit Administration funds.

Promoting affordable, interconnected and convenient mass transportation systems inside the City is a key policy declaration in the City of Dover's Transportation Master Plan. COAST is the City's mandated transit operator, making them a major stakeholder in the ongoing review of transportation policy and safety matters. COAST represents both an array of professional transit drivers who navigate the City's roadways several times daily, as well as those citizens who helped set a new record for public ridership in FY2010. The designation of a COAST representative with full membership status in the Transportation Advisory Commission ensures that both local and regional transit concerns will always be considered. With the addition of a COAST representative to the only transit and traffic issue sounding board Dover's citizen's have, Dover's transit users are ensured that the City's transit operator will listen and respond to any service or safety concern they may bring to the TAC.

The TAC serves as a sounding board for citizen traffic, pedestrian and safety issues. The TAC recognizes that citizen representation on the committee is essential to promote fair and balanced consideration of issues that come before it. Accordingly, the TAC has recommended the addition of two (2) alternate positions on the committee, to be appointed by the City Council in accordance with its rules. These positions would be filled by resident citizens. The COAST representative will be appointed by the Dover City Council.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number:

Ordinance Title:

O – 2011.01.12 – 2

Chapter:

Chapter 166-30 - Vehicles and Traffic – First Notice of Violations

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to:

- a. Amend the payment tables in 166-30 to update and consolidate sections B and C.
- b. Amend 166-31 to update references to the tables in 166-30.

2. AMENDMENT A:

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-30, “First Notice of Violations; payment tables”

a. THE FOLLOWING ARE REPEALED:

B. PARKING VIOLATIONS SCHEDULES SHALL BE AS FOLLOWS:

TABLE A

(A)	FIRST NOTICE:	FIFTEEN DOLLARS	\$15.00
(B)	FINAL NOTICE:	THIRTY DOLLARS	\$30.00
(C)	MINIMUM COURT FINE:	FIFTY DOLLARS	\$50.00

TABLE B

(A)	FIRST NOTICE:	FIFTY DOLLARS	\$50.00
(B)	FINAL NOTICE:	EIGHTY DOLLARS	\$80.00
(C)	MINIMUM COURT FINE:	ONE HUNDRED DOLLARS	\$100.00

TABLE C

(A)	FIRST NOTICE:	TWO HUNDRED FIFTY DOLLARS	\$250.00
(B)	FINAL NOTICE:	TWO HUNDRED FIFTY DOLLARS	\$250.00
(C)	MINIMUM COURT FINE:	TWO HUNDRED FIFTY DOLLARS	\$250.00

C. UNPAID FINE COLLECTIONS

ANY FINE THAT IS UNPAID IN ACCORDANCE WITH CHAPTER 166-30:B THAT IS TURNED OVER TO A COLLECTION SERVICE FOR ACTION SHALL BE AS FOLLOWS:

SCHEDULE A:	FIFTY DOLLARS	\$50.00
SCHEDULE B:	ONE HUNDRED DOLLARS	\$100.00



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number:

Ordinance Title:

O – 2011.01.12 – 2

Chapter:

Chapter 166-30 - Vehicles and Traffic – First Notice of Violations

B. THE FOLLOWING ARE ADDED:

TABLE A

(A)	INITIAL VIOLATION:	\$15.00
(B)	LATE NOTICE (10 DAYS AFTER VIOLATION):	\$30.00
(C)	14 DAYS AFTER LATE NOTICE:	\$50.00
(D)	AFTER NOTIFICATION TO COLLECTIONS AGENCY:	\$60.00
(E)	MINIMUM COURT FINE:	\$100.00

TABLE B

(A)	INITIAL VIOLATION:	\$50.00
(B)	LATE NOTICE (10 DAYS AFTER VIOLATION):	\$70.00
(C)	14 DAYS AFTER LATE NOTICE:	\$100.00
(D)	AFTER NOTIFICATION TO COLLECTIONS AGENCY:	\$120.00
(E)	MINIMUM COURT FINE:	\$150.00

TABLE C

(A)	INITIAL VIOLATION:	\$250.00
(B)	LATE NOTICE (10 DAYS AFTER VIOLATION):	\$250.00
(C)	14 DAYS AFTER LATE NOTICE:	\$250.00
(D)	AFTER NOTIFICATION TO COLLECTIONS AGENCY:	\$300.00
(E)	MINIMUM COURT FINE:	\$300.00

AMENDMENT B:

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-31, “Final notice of violation”

a. THE FOLLOWING ARE REPEALED:

- A. FINAL NOTICE. IF THE FINE INDICATED FOR THE FIRST NOTICE IS NOT PAID WITHIN FIVE (5) DAYS, THE CHIEF OF POLICE SHALL SEND A FINAL NOTICE VIOLATION TO THE OWNER OF THE VEHICLE. SUCH NOTICE SHALL BE SENT TO THE ADDRESS LISTED WITH THE STATE MOTOR VEHICLE DEPARTMENT OF THE STATE IN WHICH THE VEHICLE IS REGISTERED, SHALL BE SENT BY FIRST CLASS MAIL AND SHALL INSTRUCT HIM/HER THAT HE/SHE MAY AVOID FURTHER PROSECUTION AND FINE BY PAYING THE CITY OF



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number:

Ordinance Title:

O – 2011.01.12 – 2

Chapter:

Chapter 166-30 - Vehicles and Traffic – First Notice of Violations

DOVER POLICE DEPARTMENT THE FINAL NOTICE PAYMENT IN THE APPLICABLE PAYMENT SCHEDULE FOR THAT VIOLATION.

THE FOLLOWING ARE ADDED:

- A. LATE NOTICE IF THE FINE INDICATED FOR THE INITIAL VIOLATION IS NOT PAID WITHIN TEN (10) DAYS, THE CHIEF OF POLICE SHALL SEND A LATE NOTICE TO THE OWNER OF THE VEHICLE. SUCH NOTICE SHALL BE SENT TO THE PRIMARY OWNER AS LISTED WITH THE MOTOR VEHICLE DEPARTMENT OF THE STATE IN WHICH THE VEHICLE IS REGISTERED. THE LATE NOTICE SHALL BE SENT BY FIRST CLASS MAIL AND SHALL INSTRUCT THE VEHICLE OWNER THAT THEY MAY AVOID FURTHER PROSECUTION AND FINE BY PAYING THE CITY OF DOVER THE AMOUNT IN THE APPLICABLE PAYMENT SCHEDULE FOR THAT VIOLATION.

3. TAKES EFFECT

This ordinance shall take effect upon passage and publication of notice as required by RSA 47:18.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By Request

Approved for Legal Compliance: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number:

Ordinance Title:

O – 2011.01.12 – 2

Chapter:

Chapter 166-30 - Vehicles and Traffic – First Notice of Violations

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.2.

Ordinance Number:

Ordinance Title:

Chapter:

O – 2011.01.12 – 2

Chapter 166-30 - Vehicles and Traffic – First Notice of Violations

ORDINANCE BACKGROUND MATERIAL:

This ordinance

- 1) Consolidates two sections of Chapter 166-30 by bringing references to unpaid fines sent to a collections agency in section C into the fine tables of section B.
- 2) Extends the time frame to pay the initial fine from five days to ten.
- 3) Establishes a time frame for additional fees when fines go unpaid.
- 4) Allows for increased fees to cover the cost of collections agency fees.
- 5) Increases the fees for court based actions.
- 6) Chapter 166-31 is also updated to match wording related to the changes in 166-30.

The Parking Commission at their December 14, 2010 meeting voted to recommend that the city enter into a contract with a collections agency to assist in collecting over \$285,000 in unpaid parking fines due the city from non Dover residents. These fines go back as far as 2001. By assessing an additional fee to cover the charges of a collections agency, the city would retain the full amount due.

The ordinance would also streamline the payment due dates and fine schedules.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 12.A.3.

Ordinance Number: **O – 2011.01.12 - 3**
Ordinance Title: Rezoning Arch Street
Chapter: 170

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 170 of the Code of the City of Dover, entitled Zoning, adjusting the existing boundary between the R-12 and RM-U districts to promote the existing character and ensure that existing dimensional characteristics of lots on Arch Street are preserved.

2. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising the official Zoning Map of the City of Dover, referred to in Section 170-8 of said Chapter as follows:

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Urban Density Multi-residential (RM-U) to Medium Density Residential (R-12) an area of approximately 30 acres along Arch Street consisting of the following parcels or portions of parcels: 10-152, 10-153, 10-154, 10-155, 10-156, 10-157, 10-161-1, 10-162, 10-163, 10-164, 11-9, 11-10, 11-11, 11-11-1, 11-13, 11-14, 11-14-B, 11-14-B-1, 11-15, 11-16, 11-17*.

*= The rezoning only affects the portion of the lot currently zoned RM-U. The remaining portion is R-12.

AND

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising the official Zoning Map of the City of Dover, referred to in Section 170-8 of said Chapter as follows:

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Urban Density Multi-residential (RM-U) to Thoroughfare Business (B-3) an area of approximately 3 acres along the Spaulding Turn pike consisting of a portion of parcel: 11-2. Said portion is west of lots 11-11-1 and 11-14

3. TAKES EFFECT

This ordinance shall take effect upon passage and publication of notice as required by RSA 47:18.

Requires a 2/3 vote of the City Council members present and voting to approve the Planning Board's recommendation for the Arch Street rezoning.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Dean Trefethen, Deputy Mayor
Planning Board Representative

Approved as to Legal Form: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk

Document Created by: Planning Department
Document Posted on:

o-2011.1.12_arch_st12_21_10
Page 1 of 2



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 12.A.3.

Ordinance Number: **O – 2011.01.12 - 3**
Ordinance Title: Rezoning Arch Street
Chapter: 170

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEA	NAY
Mayor Scott Myers		
Deputy Mayor Dean Trefethen		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		

ORDINANCE BACKGROUND MATERIAL:

On September 27, 2010 residents living on Arch Street submitted a petition is requesting that the City rezone the area around Arch Street from RM-U (Residential Multi-family Urban) to R-12 (Medium Density Residential). In addition there is a portion of one lot that is currently zoned RM-U that would be zoned B-3 (Thoroughfare Business). The largest component of the proposed zoning is reducing the maximum allowed units from four (4) - with ZBA Special Exception approval - to one (1) unit, unless the dwelling is older than 1964, where a 2 unit would be allowed.

The item first appeared on the Planning Board's agenda in October 12, 2010 at a workshop. The Board discussed the petition and decided to post the amendment and proceed with a public hearing on October 26, 2010. The Planning Board held a public hearing on December 7, 2010 and unanimously voted to approve the proposal on December 21, 2010.

Attached is a copy of the notice of decision documenting the Planning Board's finding and approval.

To: Dover City Council
From: Christopher Parker, AICP
CC: J. Michael Joyal, City Manager
Dover Planning Board
Date: January 6, 2011
Re: Arch Street Rezoning

ISSUE:

On December 21, 2010, the City of Dover Planning Board unanimously approved a citizen request to rezone Arch Street from Multi-family residential to Single Family.

INTENT:

This memo will briefly describe the findings of the Planning Board and ensure compliance with Chapter 170 section 53, subsection F of the City of Dover Code.

GOALS:

The proposed areas of rezoning must meet certain criteria for the Planning Board to support its adoption. This memo will review the report criteria laid out in Chapter 170 to explain to the City Council the findings of the Planning Board.

PROCESS:

In late September of 2010, staff received a petition from Arch Street residents looking to rezone their street from multi to single family. The Planning Board posted the amendment, after consideration on October 26, 2010, and held a public hearing on December 7. On December 21, the Board approved the amendment and forwarded it to the City Council for ratification.

ATTACHMENTS:

- Comparison Tables
- Map
- Findings of Fact

As per section 170-53 F), the Planning Board shall provide to the City Council a report on each proposed amendment that has been proposed and endorsed by it. This report shall include the Board's findings and recommendations on the following:

The consistency of the proposed amendment with the Master Plan;

The 2007 update to the City's Land Use Chapter of its Master Plan is entitled "It's All About Context." This chapter emphasizes the need for new development to be in keeping with the existing conditions in a neighborhood. Several recommendations from the chapter suggested that transition property be reviewed for altering from one district to another. The Arch Street area, while not formally recommended is in a similar situation where the zoning states one thing, but the built character demonstrates another. The Chapter speaks to encouraging neighborhood involvement in developing land use regulations, and this petition reflects that goal.

The consistency of the proposed amendment with other plans, studies, or technical reports prepared by or for the Board and the City;

This proposed amendment does not conflict with any other plans, studies or technical reports.

The effect of the proposed amendment on the City's municipal services and capital facilities as described in the Capital Improvements Program;

The Capital Improvements Program had included a proposed project to connect Silver Street to Washington Street through a bypass roadway, which would have been built along property to be rezoned. This project was removed from the CIP for many reasons.

Arch Street is a collector roadway, under the City's classification system. This means that it handles a large volume of vehicles. Most of this traffic is cut through in nature and does not start or stop on Arch Street. If the current density remains, the traffic created by the amount of units allowed would have a serious impact on the road and its capacity. The area is approximately thirty (30) acres and of that forty percent (40%) is undeveloped and could add a sizeable addition to the neighborhood.

The effect of the proposed amendment on the natural, environment, and historical resources of the City;

This proposed amendment reduces the density, which should reduce the intensity of development. This in turn will allow for preservation of more of the natural environment. Additionally, the proposed R-12 district would require an open space subdivision be created if five acres or more of contiguous land was proposed for a major subdivision.

The effect of the proposed amendment on neighborhood including the extent to which nonconformities will be created or eliminated;

This proposal was requested by the neighborhood, and is in keeping with the character that a major of the residents feel is on the street. Currently, almost every lot has non-conforming side setbacks. There is one legally nonconforming use (a multi-family building - five (5) units), which would remain. There are three (3) three (3) – four (4) family dwellings that would be made legally nonconforming. The remaining units would be legal. Regarding frontage, nine (9) out of twenty one (21) are nonconforming today, eleven (11) would be under the proposal. Regarding lot size, all but one (1) lot currently is conforming, after the amendment; six (6) lots would be made non-conforming.

The effect of the proposed amendment on the City's economy and fiscal resources; and

There does not appear to be a negative effect on the City's economy or fiscal resources based upon this proposal, as it does not look to alter the zoning from non-residential to residential.

The recommendation of the Planning Board relative to whether the proposed amendment should be adopted or rejected, and any recommendations for modifications to the proposed amendment.

The Planning Board unanimously approved the petitioners request to rezone Arch Street and requests that the City Council ratify the amendment.

RM-U Permitted Uses
CONSERVATION LOT
1 Family Dwelling
2 Family Dwelling
Conversion of Existing Dwelling to Accommodate not more than 2 units
ROOMING HOUSE
Funeral Parlor
Office
SERVICE CLUB
ADULT DAY CARE
CHILD CARE FACILITY
Church
EDUCATIONAL INSTITUTION, K-12
PUBLIC RECREATION
Public Utility

Uses Via Special Exception (see 170-52)
3-4 Family Dwelling
Conversion of Existing Dwelling to Accommodate not more than 4 units
Beauty and barbershop
CONGREGATE CARE FACILITY
ELDERLY ASSISTED CARE HOME
NURSING HOME
GROUP HOME FOR MINORS

R-12 Permitted Uses
CONSERVATION LOT
1 Family Dwelling
2 Family Dwelling
Conversion of Existing Dwelling to Accommodate not more than 2 units
BED AND BREAKFAST
Office
CHILD CARE FACILITY
Church
EDUCATIONAL INSTITUTION, POST SECONDARY
EDUCATIONAL INSTITUTION, K-12
Public Recreation
Public Utility

Uses Via Special Exception (see 170-52)
Elderly Assisted Care

Dimensions	RM-U	R-12
LOT OCCUPATION		
Min. Lot Size (3) (4)	10,000 sf	12,000 sf
Frontage (feet)	80 ft	100 ft
Lot Coverage	40%	30%
SETBACKS - PRINCIPAL BUILDING (FEET)		
Front/ Abut a Street	Neigh. Avg	Neigh. Avg
Side	15	15
Rear	15	30
OUTBUILDING/ACCESSORY USE SETBACKS (FEET)		
Front/ Abut a Street	Neigh. Avg	Neigh. Avg
Side Setback	10	10
Rear Setback	10	10
BUILDING HEIGHT (FEET)		
Principal Building	40	35
Outbuilding	40	35

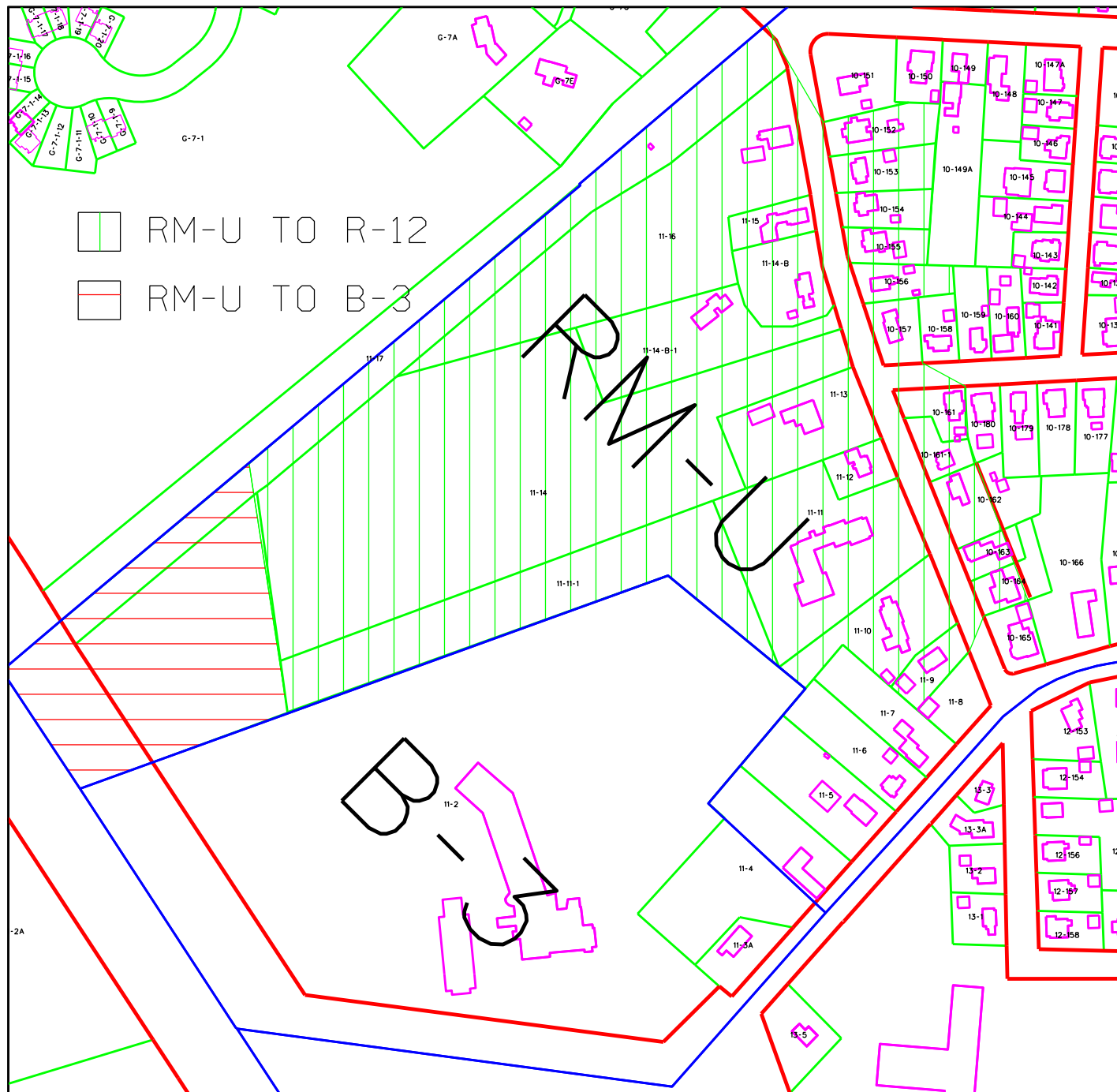
RM-U Permitted Uses
Conservation Lot
1 Family Dwelling
2 Family Dwelling
Conversion Of Existing Dwelling To Accommodate Not More Than 2 Units
Rooming House
Funeral Parlor
Office
Service Club
Adult Day Care
Child Care Facility
Church
Educational Institution, K-12
Public Recreation
Public Utility

RM-U Uses Via Special Exception (see 170-52)
3-4 Family Dwelling
Conversion Of Existing Dwelling To Accommodate Not More Than 4 Units
Beauty And Barbershop
Congregate Care Facility
Elderly Assisted Care Home
Nursing Home
Group Home For Minors

B-3 Permitted Uses
Barber And Beauty Shop
Bank
Bed And Breakfast
Commercial Parking Facility
Commercial Recreation Facility
Eating And Drinking Establishment
Hotel/Motel
New Car Sales
Office
Personal Service Establishment
Retail Store
Service Club
Theater
Used Car Sales
Child Care Facility
Church
Educational Institution Post Secondary
Public Utility
Publishing Facility

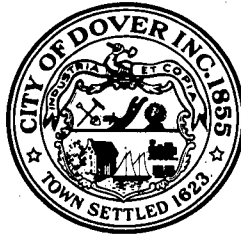
B-3 Uses Via Special Exception (see 170-52)
Multi Family Dwelling
Conversion Of Existing Dwelling To Accommodate Not More Than 2 Units
Adult Bookstore and/or Video Store
Adult Cabaret
Gas Service Station
Helicopter Take Offs & Landings

Dimensional Requirements	RM-U	B-3
LOT OCCUPATION		
Min. Lot Size (3) (4)	10,000 sf	20,000 sf
Frontage (feet)	80 ft	125 ft
Lot Coverage	40%	50%
SETBACKS - PRINCIPAL BUILDING (FEET)		
Front/ Abut a Street	Neigh. Avg	50
Side	15	12
Rear	15	15
OUTBUILDING/ACCESSORY USE SETBACKS (FEET)		
Front/ Abut a Street	Neigh. Avg	50
Side Setback	10	10
Rear Setback	10	10
BUILDING HEIGHT (FEET)		
Principal Building	40	50
Outbuilding	40	40



SCALE: 1"= 300'

CHRISTOPHER G. PARKER, AICP
Director
c.parker@dover.nh.gov



288 Central Avenue
Dover, New Hampshire 03820-4169
(603) 516-6008
Fax: (603) 516-6007
www.dover.nh.gov

City of Dover, New Hampshire

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

NOTICE OF DECISION

AFTER A PUBLIC SESSION ON DECEMBER 7, 2010, THE DOVER PLANNING BOARD ISSUES THE FOLLOWING DECISION BASED UPON THE RECOMMENDATION OF THE DOVER PLANNING DEPARTMENT, CONSIDERATION OF PRESENTATIONS BY THE PETITIONERS ATTORNEYS AND WITNESSES, AND THE RECORD AS A WHOLE:

1. GENERAL INFORMATION

Petitioner:	Catherine Vanderweil et al
Property Address:	Arch Street and surrounding area
Site Size:	Approximately 30 Acres
Current Zoning:	RM-U
Proposed Zoning:	R-12 and B-3

2. PETITION DESCRIPTION

The petitioner is requesting that the City rezone the area around Arch Street from RM-U (Residential Multi-family Urban) to R-12 (Medium Density Residential). In addition there is a portion of one lot that is currently zoned RM-U that would be zoned B-3 (Thoroughfare Business). The largest component of the proposed zoning is reducing the maximum allowed units from four (4) - with ZBA Special Exception approval - to one (1) unit, unless the dwelling is older than 1964, where a 2 unit would be allowed.

3. BACKGROUND

Petitioners came forward to staff in September to request information on rezoning their parcels from multi-family to single family. Staff explained the citizen petition process and assisted the neighborhood with developing maps and other information. The petitioners submitted a petition with the request in late September. The item first appeared on the Planning Board's agenda in October 12th at a workshop. The Board discussed the petition and decided to post the amendment and proceed with a public hearing on October 26th. The public hearing was held on December 7th.

4. ANALYSIS

Proponents of this request point to the neighborhood they feel they have, and the desire to limit the residential growth on their street to a similar context. The proposal is to limit density to a similar single family density that exists today. Staff prepared a matrix comparing the conformity of the lots based upon property area, use and frontage.

The petitioners also point to concerns about traffic speed on the street, and its capacity. The petitioners have recognized that while the roadway is used by many travelers, the congestion and backups have increased over the past 10 years. This increase has led petitioners to be wary of density and the increased vehicle trips that would be a result. By reducing the density on the street, the petitioners are hoping that it will also assist in holding the vehicle traffic on the roadway to a manageable level.

Character is an important element to the petitioners, who argue that their neighborhood has more in common with surrounding R-12 zoned land to the west along Washington, Highland and Prospect Street than it does with the multifamily dwellings on West Concord, Richmond and parts of Silver Street.

This proposal reflects the desire of the majority of the property owners along Arch Street to encourage context sensitive development. They wish to have any new development along their street reflect the uses of the lots that exist today on Arch Street. This reasoning is similar to the thought process involved with developing the Central Business District zoning the Board and City Council approved in 2009.

Opponents to the rezoning believe that they are losing density and are concerned about having property that will not produce as many new lots, based upon the changes in dimensions. Opponents have spoken to the fact that they believe the zone change creates many non-conformities, and is not consistent with plans or studies that have been produced by or for the City. Finally, opponents argue that the proposed zoning is a taking of land.

5. FINDINGS

Among other elements, the New Hampshire Revised Statute Annotated 674:17 states that zoning ordinances shall be designed to:

- To lessen congestion in the streets;
- To promote health and the general welfare;
- To prevent the overcrowding of land;
- To avoid undue concentration of population;

Also, 674:17 II. requires zoning ordinance amendments be made with reasonable consideration to the character of the area involved

This petition meets these elements in the following fashion:

To lessen congestion in the streets;

Arch Street is a collector roadway, under the City's classification system. This means that it handles a large volume of vehicles. Most of this traffic is cut through in nature and does not start or stop on Arch Street. If the current density remains, the traffic created by the amount of units allowed would have a serious impact on the road and its capacity. The area is approximately 30 acres and of that 40% is undeveloped and could add a sizeable addition to the neighborhood.

To promote health and the general welfare;

This proposal supports the health and general welfare of Arch Street by encouraging the maintenance of the street's aesthetic quality of life. Further, by mimicking the housing types in place on the street, it encourages the most appropriate use of land in the neighborhood.

To prevent the overcrowding of land;

While the different zones do have differing dimensional requirements, density is the biggest difference between the two districts. The RM-U district allows up to three and four family dwelling units on a parcel, with a special exception granted by the Zoning Board. The R-12 district allows one unit by right, and allows 2 units if the structure meets certain criteria. As with the desire to discourage congestion on the street, this change would prevent the potential of overcrowding based upon the allowed density and the known available land.

To avoid undue concentration of population;

Currently, there are approximately, thirty (30) units contained within the thirty (30) lots within the area proposed for rezoning. In reviewing the density allowed, the undeveloped and underdeveloped sixteen (16) acres of land could generate double that amount of units, taking into account the wetlands and other environmental limitations of the property. Were this to occur there would be a large increase in population in this area which would result in taxation on the infrastructure and quality of life in the neighborhood.

Regarding section II of 674:17, the 2007 update to the City's Land Use Chapter of its Master Plan is entitled "It's All About Context." This chapter emphasizes the need for new development to be in keeping with the existing conditions in a neighborhood. Several recommendations from the chapter suggested that transition property be reviewed for altering from one district to another. The Arch Street area, while not formally recommended is in a similar situation where the zoning states one thing, but the built character demonstrates another. The Chapter speaks to encouraging neighborhood involvement in developing land use regulations, and this petition reflects that goal.

6. STAFF RECOMMENDATION

Staff recommends approval of the petitioner's request.

7. DECISION

THE DOVER PLANNING BOARD MAKES THE FINDINGS CONTAINED IN THIS DECISION AND APPROVES THE PETITIONERS REQUEST TO ZONE THE AREA AS DESCRIBED FROM URBAN DENSITY MULTI-RESIDENTIAL (RM-U) TO MEDIUM DENSITY RESIDENTIAL (R-12).

FURTHERMORE, THE DOVER PLANNING BOARD APPROVED THE PETITIONERS REQUEST TO ZONE THE AREA AS DESCRIBED FROM URBAN DENSITY MULTI-RESIDENTIAL (RM-U) TO THOROUGHFARE BUSINESS (B-3), AND FORWARDS BOTH TO THE CITY COUNCIL FOR RATIFICATION CONSISTENT WITH THE AMENDMENT PROCEDURE OUTLINED IN CHAPTER 170 SECTION 53 OF THE DOVER CITY CODE.

8. VOTE: AFFIRMATIVE ✓ 9 NEGATIVE 0

City Council
City of Dover, New Hampshire

CITY OF DOVER
10 DEC 30 AM 11:10

Dec 19, 2010

Dear City Councilors:

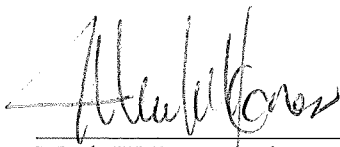
RE: Protest Petition to Rezoning of Arch Street, Dover, NH

Mark W. Jones and Suzanne M. Jones, as owners of parcel 11-14 (portions or entirety of tax map #11 parcels 11-11, 11-11-1, 11-14 and 11-14-B1) as identified in Dover Planning approved Plan 97-64 recorded in the Strafford County Registry of Deeds, so request that you honor this Protest Petition per RSA 675:5 to the proposed Zoning Amendment changing the currently designated RM-U (RM-10) zoning of our land to R-12 zoning designation on the basis that we own approx. 40% (12.07 acres) of the Zoning Amendment claims of the "approx. 30 acres along Arch Street" targeted of said amendment as per the statutorily required "owners of 20% of the area of the lots included in such proposed change". The statutory effects of this Protest Petition call at a minimum for a 2/3 majority of the City Council to pass said Zoning Amendment or to post such Protest Petition at the voter polling places.

Our Protest Petition is based on the context and effects of initiating said Zoning Amendment, and the actions of Petitioners to file this illegal "Spot" Re-zoning Amendment which call on the City to assume liability for the violation our 5th Amendment rights of the U.S. Constitution, N.H. Constitution and Supreme Court decisions by denying our rights to "due process" and without "just compensation" in the taking of our reasonable use and enjoyment of our land via this regulatory inverse condemnation.

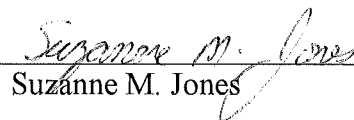
We consider this illegal spot rezoning "taking" of our civil rights to have accrued in time to have begun on the date of "Adoption" of this proposed amendment by the Planning Board on Oct. 26, 2010.

Respectfully submitted, and thank you,



Mark W Jones and
PO Box 1480 Rockport, Tx 78381

and



Suzanne M. Jones

December 20, 2010

Dover Planning Board Members

Dover City Council Members

RE: Rezoning of Arch St.

My name is Suzanne Jones. My husband Mark and I are owners of the 12 acre property on the west side of Arch St. I would like to state for the record, that I oppose the zoning change from RMU to R12 that some of the residents of Arch St. are proposing.

I can understand why some of the people of Arch St. are proposing this amendment but I don't agree with what they are doing. There is a right way and a wrong way of doing things and taking away someone else's rights to achieve a goal is never the right way. This country's principles are based on protecting each person's individual rights and this country has fought wars to protect those rights.

When Mark and I first bought our property on Arch St. in 1992, we had the same concerns that the residents of Arch St. have. We knew, just as our neighbors did, that because we didn't own the land behind our properties, something could be built there at any time; yet, we all chose to live there. The difference between us and the other owners is that when we first moved to Arch St. we made a conscious decision to try and buy the land behind our property so that we could control when and what could be built there. And, that is exactly what we did. It took us almost 10 years but we were finally able to purchase all of the land directly behind us. Every one of the people who currently live on the West side of Arch St., who are trying to take away our rights by asking for this zoning change, have had the same opportunities we've had.

In 2005, our neighbors the Catalfos, who, at that time, were the largest land owners on Arch Street, put their property up for sale. Fred Catalfo had owned most of that property for over 40 years, yet, when some of the residents of Arch St. found out they were selling it, they reacted as if it was their land and the Catalfos were trying to take it away from them. Some of the Arch St. residents tried to use similar tactics on them that they are currently using on us. Then, as now, Mark and I could not condone their actions. Mark and I did the only thing we felt was the right thing to do and that was to work with the Catalfos to try to buy their land. At the time, we had hoped some of our neighbors, especially those whose properties abutted the Catalfo property, might offer to go in with us, unfortunately, no one did. Even after we bought the land, we spoke to several of our neighbors asking if any of them wanted to purchase some of the land behind their properties to protect themselves. Every one of them declined.

Mark and I have owned property on Arch St. for over 18 years. We have lived there longer than every one of the current abutters now living there with the exception of the Buckleys. The entire time we have owned the property it has been zoned the equivalent of RMU. Now, when we can no longer be the "caretakers" of the land and no one else on Arch St. wants to become the new "caretaker" rather than spend their money to purchase our land, they are asking the city of Dover to "take our land from us" because that is exactly what this zoning change will do.

If you recommend this zoning change, what kind of message will it send to all of the property owners of Dover? If rights can be taken away so easily from such long term owners, whose property is safe? I ask you to please vote no on recommending this amendment.

Sincerely,


Suzanne Jones

WADLEIGH, STARR & PETERS, P.L.L.C.

WILLIAM C. TUCKER
EUGENE M. VAN LOAN III
JOHN E. FRIBERG, Sr.
JAMES C. WHEAT
JOHN A. LASSEY
RONALD J. LAJOIE
KATHLEEN N. SULLIVAN
JEFFREY H. KARLIN
DONALD J. PERRAULT
MARC R. SCHEER
GREGORY G. PETERS
ROBERT E. MURPHY, Jr.
DEAN B. EGGERT

Attorneys At Law
95 Market Street
Manchester, New Hampshire 03101
Telephone (603) 669-4140
Facsimile (603) 669-6018

INTERNET: WWW.WADLEIGHLAW.COM

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TODD J. HATHAWAY
STEPHEN J. JUDGE
STEPHEN L. BOYD
ALISON M. MINUTELLI
MICHAEL J. TIERNEY
PIERRE A. CHABOT
JOSEPH G. MATTSON

December 23, 2010

Dover City Council
288 Central Avenue
Dover, NH 03820

Re: Protest Petition of Arch Street Rezoning

Dear Dover City Council:

Enclosed please find a protest petition being filed pursuant RSA 675:5 and Section 170-53(g)(4) of the Dover City Code with regard to the proposed Arch Street rezoning. As you can see, the owners of over half of the impacted acreage object to this proposed rezoning. If adopted by the Dover City Council, the proposed rezoning will result in 80% of the impacted lots being non-conforming.

Due to the filing of this Protest Petition, a two-thirds vote of the City Council will be necessary to adopt the proposed rezoning.

Please do not hesitate to contact me with any questions or concerns

Very truly yours,



Michael J. Tierney

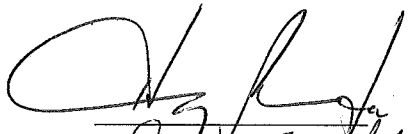
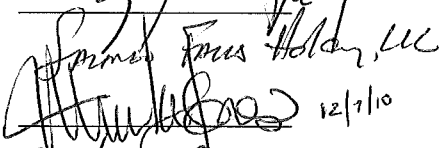
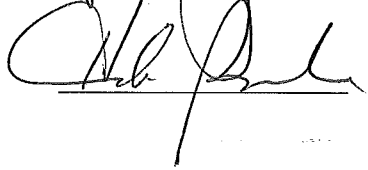
Zoning Protest Petition of Arch Street Rezoning Pursuant to RSA 675:5 and Section 170-53(G)(4) of the Dover City Code

We, the undersigned landowners in the City of Dover, in order to promote stability and continuity of zoning legislation, do hereby object to the zoning amendment described below and respectfully petition that a two-thirds vote of the legislative body be required to enact the proposed amendment. The proposed amendment to the zoning ordinance which is the subject of this petition was advertised in the Fosters Daily Democrat on November 24, 2010 and is a proposal:

"Changing from Urban Density Multi-Residential (RM-U) to Medium Density Residential (R-12) an area of approximately 30 acres along Arch Street consisting of the following parcels or portions of parcels: 10-152, 10-153, 10-154, 10-155, 10-156, 10-157, 10-161-1, 10-162, 10-163, 10-164, 11-9, 11-10, 11-11, 11-11-1, 11-13, 11-14, 11-14-B, 11-14-B-1, 11-15, 11-16, 11-17"

The proposed amendment to the zoning ordinance was considered by the Dover Planning Board on December 7, 2010.

Legal Description of Property Affected by Zoning Amendment

<u>Name</u>	<u>Address</u>	<u>Map/Lot#</u>	<u>Acres</u>	<u>Signature</u>
Salmon Falls	46/48 Arch Street	11-16	4	
Mark Jones	Arch Street	11-14	12	 12/7/10
Hank Brandt	40 Arch Street	11-15	0.246	

Total Acreage in Protest Petition: 16.246

Total Acreage in Zoning Amendment: 31.045

Percentage¹ of total acreage in Protest Petition: 52.3%

¹ This includes the Boston and Main Railroad property which is a non-residential use. If the railroad property was not included, the protest petition would represent **74% of the total acreage**.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2010.11.17 - 143**

Resolution Re: Adoption of FY2012-2017 Capital Improvements Program

WHEREAS: The Capital Improvements Program (CIP) serves as the City's long range planning document for the purchase or construction of capital assets; and

WHEREAS: The CIP anticipates the scheduling and financing over the course of the next six years of individual capital related projects with an estimated annual aggregate cost of \$10,000 or more and useful life of three years or greater; and That

WHEREAS: The CIP is updated annually following review by the Planning Board and adoption by the City Council;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Proposed Capital Improvements Program for Fiscal Year 2012-2017 reflected in the attached document is hereby adopted.

NOTE: This resolution requires a duly advertised public hearing.

AUTHORIZATION

Document Created by: Finance
Document Posted on: January 21, 2011

201.11.17_adoption_of_fy2012_2017_cip_resolution
Page 1 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2010.11.17 - 143**

Resolution Re: Adoption of FY2012-2017 Capital Improvements Program

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

Approved as to Legal Form: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2010.11.17 - 143**

Resolution Re: Adoption of FY2012-2017 Capital Improvements Program

RESOLUTION BACKGROUND MATERIAL:

This resolution establishes the attached FY2012 through FY2017 Capital Improvements Program. This resolution only recognizes and adopts a financial and operational planning document for the City's infrastructure over the course of the next six years and does NOT authorize funding for projects. The FY2012 – FY2017 CIP projects and their anticipated schedule for funding are reflected in the attached document.

Capital Improvements Program - FY2012-2017
Proposed
REVISED Dec 8, 2010
All Projects

PROJECT DESCRIPTION	2012	2013	2014	Fiscal Year 2015	2016	2017	Total	Finance Method
GENERAL GOVERNMENT								
Capital Reserve - Infrastructure & Equip	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000	OB
Cemetery Improvements					550,000		550,000	DF
Cemetery Chapel Restoration						150,000	150,000	DF
City Hall Elevator Atrium						50,000	50,000	RF
City Hall Tower Maintenance						100,000	100,000	DF
TOTAL GENERAL GOVT.	500,000	500,000	500,000	500,000	1,050,000	800,000	3,850,000	
POLICE								
Police Vehicle Replacement	112,500	90,000	112,500	90,000	112,500	90,000	607,500	OB
Dispatch Radio Replacement		115,000					115,000	OB
Police Facility - Design & Construction			13,000,000				13,000,000	DF
TOTAL POLICE	112,500	205,000	13,112,500	90,000	112,500	90,000	13,722,500	
FIRE & RESCUE								
Ambulance Replacement	155,000					176,603	331,603	RF
Hydraulic Extrication Equipment Replacement		35,000					35,000	RF
South End Station Generator Replacement		52,000					52,000	RF
Fire Pumper Replacement			468,000				468,000	RF
Bunker Gear Replacement				135,200			135,200	RF
Breathing Apparatus Replacement				259,584			259,584	RF
Cardiac Monitor & Defibrillators Replacement					84,228		84,228	RF
South End Station Ramp Replacement					46,232		46,232	RF
Staff Vehicle Replacement					42,000		42,000	RF
Command Vehicle Replacement						50,000	50,000	RF
Central & South End Station Roof Replacements						60,000	60,000	RF
TOTAL FIRE & RESCUE	155,000	87,000	468,000	394,784	172,460	286,603	1,563,847	
COMMUNITY SERVICES - PUBLIC WORKS								
PW Heavy Equipment	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000	RF
General Streets & Sidewalk Improvements	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000	10,800,000	OB
Bridge Improvements	100,000	100,000	100,000	100,000	100,000	100,000	600,000	OB
Bridge Replacement - Route 108					200,000		200,000	DF
Bridge Replacement County Farm						250,000	250,000	DF
TIP - Rehab Washington St & Arch St Bridge	50,000						50,000	RF/GR
TIP - FasTrans - Dover Public Transit	90,000	125,000	125,000	140,000	145,000	145,000	770,000	RF
TIP - Replace Oak Street Railroad Bridge					350,960	2,433,305	2,784,265	RF/DF/GR
Drainage System Improvements	150,000	150,000	150,000	150,000	150,000	150,000	900,000	OB
Bridge Replacement Whittier St	4,000,000						4,000,000	DF/GR
Central Ave Corridor Signalization	206,000						206,000	RF
Traffic Calming Devices - Belknap, Cushing			59,615				59,615	OB
Downtown Upper Square Traffic Improvmnts				200,000		550,000	750,000	DF
Central Ave Corridor Long Hill Road Signalization					115,000		115,000	DF
Street Recon - Applevale Area	1,000,000						1,000,000	DF
Street Reconstruction - Tolend Road		2,500,000	2,500,000				5,000,000	DF
Street Reconstruction - Atlantic Ave	200,000	1,800,000					2,000,000	DF
Street Recon - Pineview Dr. & Pearson Dr.	400,000						400,000	DF
Street Recon - Piscataqua/Rabbit Rd		200,000		1,500,000			1,700,000	DF
Street Recon - Nelson St		50,000		425,000			475,000	DF
Street Impr & Sidewalk - Mast Rd/Spruce Ln		850,000					850,000	DF
Street Reconstruction - Roberts Road			65,000		500,000		565,000	DF
Street Recon - Lisa Beth Drive & Circle			650,000				650,000	DF
Street Recon - Oak/Ham/ Ela Area				500,000		1,600,000	2,100,000	DF
Street Reconstruction - Silver St				400,000		3,000,000	3,400,000	DF
Street Recon - Richardson Drive				475,000			475,000	DF
Street Reconstruction - Henry Law Final Phase				850,000			850,000	DF
Street Reconstruction - Broadway					300,000		300,000	DF
Street Recon - Tanglewood Dr					335,000		335,000	DF
Street Reconstruction - Union Street					225,000		225,000	DF
Drainage - Old Colony Road		70,000					70,000	OB
Street Recon - Floral Avenue					50,000		50,000	DF
EMS Computer Software Upgrade						20,000	20,000	OB
TOTAL COMM SERV - PW	8,196,000	7,845,000	5,649,615	6,740,000	4,470,960	10,248,305	43,149,880	
CULTURE & RECREATION								
Capital Reserve - Park/Playground Improvements						75,000	75,000	OB
Indoor Pool Lighting					150,000		150,000	DF
Indoor Pool Roof Replacement				110,000			110,000	DF
Park Improvements - Maglaras Park					1,800,000		1,800,000	DF
Park Improvements - Guppey Field			550,000				550,000	DF

Capital Improvements Program - FY2012-2017
Proposed
REVISED Dec 8, 2010
All Projects

PROJECT DESCRIPTION	Fiscal Year						Total	Finance Method
	2012	2013	2014	2015	2016	2017		
Park Improvements - Henry Law Park		105,000					105,000	RF
Park Improvements - Amanda Howard				130,000			130,000	RF
Arena Locker Room & Foster Rink Improvements						185,000	185,000	DF
Dunaway Field Turf Replacement (Split with DHS)					500,000		500,000	DF
Jenny Thompson Pool Enclosure						2,750,000	2,750,000	DF
Jenny Thompson Pool Bathhouse	185,000						185,000	RF
TOTAL CULTURE & RECREATION	185,000	105,000	550,000	240,000	2,450,000	3,010,000	6,540,000	
PUBLIC LIBRARY								
Books and Collections	128,745	131,707	134,758	137,901	141,138	144,472	818,721	OB
Air Conditioning System						118,500	118,500	DF
Self Checkout Workstations		24,000					24,000	OB
Library Automation System (split City/School)			16,000				16,000	OB
TOTAL PUBLIC LIBRARY	128,745	155,707	150,758	137,901	141,138	262,972	977,221	
TOTAL CITY DEPARTMENTS	9,277,245	8,897,707	20,430,873	8,102,685	8,397,058	14,697,880	69,803,448	
EDUCATION								
Garrison Elementary School Improvements		2,900,000	2,300,000	2,300,000			7,500,000	DF/RF
High School & Regional Career Tech Improvmnts			0	15,000,000	15,000,000	10,000,000	40,000,000	DF
TOTAL EDUCATION	0	2,900,000	2,300,000	17,300,000	15,000,000	10,000,000	47,500,000	
TOTAL GENERAL FUND	9,277,245	11,797,707	22,730,873	25,402,685	23,397,058	24,697,880	117,303,448	
SPECIAL REVENUE FUNDS								
Rizzo - Downtown Parking Facility				10,000,000			10,000,000	DF
Rizzo - Parking Deck - School St.				300,000	2,100,000		2,400,000	DF
TOTAL SPECIAL REVENUE FUNDS	0	0	0	10,300,000	2,100,000	0	12,400,000	
COMMUNITY SERVICES - WATER FUND								
Transfer to Capital Reserve	450,000	450,000	450,000	450,000	450,000	450,000	2,700,000	OB
Water Meter Replacement	75,000	75,000	75,000	75,000	75,000	75,000	450,000	OB
Water Treatment Plant & Well Equipment	75,000	75,000	75,000	75,000	75,000	75,000	450,000	OB
Water Exploration	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Wellhead Protection	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Water Main Repl - Main St./Washington St.						100,000	100,000	DF
Water Main Repl - Silver St				150,000		850,000	1,000,000	DF
Water Pressure Improvements - North End	2,000,000						2,000,000	DF
Water Main Repl - Oak/Ham				125,000		750,000	875,000	DF
Water Main Repl - Ela/Rose/Coolidge Area						875,000	875,000	DF
Water Main Repl - Nelson Street		50,000		200,000			250,000	DF
Water Main - Long Hill Loop					1,200,000		1,200,000	DF
TOTAL WATER FUND	2,800,000	850,000	800,000	1,275,000	2,000,000	3,375,000	11,100,000	
COMMUNITY SERVICES - SEWER FUND								
Transfer to Capital Reserve	400,000	400,000	400,000	400,000	400,000	400,000	2,400,000	OB
Pump Station Equipment Replace-Maint.	75,000	75,000	75,000	75,000	75,000	75,000	450,000	OB
Inflow/Infiltration Study/Mitigation	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000	RF
Sewer Main - Henry Law Ave			200,000				200,000	DF
WWTP - Facility Upgrade		3,000,000	3,000,000	3,000,000			9,000,000	DF
Pump Station Upgrade - Varney Brook					50,000		50,000	DF
Sewer Main - Ela Area			50,000			250,000	300,000	DF
Sewer Main - Nelson Street		50,000		150,000			200,000	DF
Sludge Dewatering Equipment Upgrade	4,000,000						4,000,000	DF
General Sewer Replacements				500,000			500,000	DF
Sewer Main - Floral Ave					50,000		50,000	DF
Leighton Way Pump Station Replacement					325,000		325,000	DF
Force Main Charles St. Pump Station					75,000		75,000	DF
TOTAL SEWER FUND	4,725,000	3,775,000	3,975,000	4,375,000	1,225,000	975,000	19,050,000	
TOTAL OTHER FUNDS	7,525,000	4,625,000	4,775,000	5,650,000	3,225,000	4,350,000	30,150,000	
TOTAL ALL PROJECTS	16,802,245	16,422,707	27,505,873	41,352,685	28,722,058	29,047,880	159,853,448	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2010.11.17 – 144**
Resolution Re: **Appropriation for FY2012 Capital Improvements
Program and Authorization for Bonding**

WHEREAS: The City Council desires to make public improvements and to finance these improvements with the sale of general obligation bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The following capital projects are appropriated with estimated useful lives in excess of the length indicated:

Item #	Description	Proposed Appropriations	Life/Yrs	Department	Fund
1	Bridge Replacement - Whittier Street	800,000	20	Comm Serv - PW	General
3	Street Reconstruction - Atlantic Avenue	2,000,000	20	Comm Serv - PW	General
4	Street Reconstruction - Pineview & Pearson	400,000	20	Comm Serv - PW	General
5	Street Reconstruction - Applevale Area	1,000,000	20	Comm Serv - PW	General
9	Water Pressure Improvements - North End	2,000,000	20	CS - Water	Water
10	Sludge Dewatering Equipment Upgrade	4,000,000	20	CS - Sewer	Sewer
	Total	<u>\$10,200,000</u>			

AND FURTHER BE IT RESOLVED THAT:

To meet the appropriations of this resolution there is authorized, under and pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the issuance and sale of general obligation bonds of the City of Dover in a principal amount equal to the total of the appropriations. The full faith and credit of the City is hereby pledged for the principal and interest on said bonds. The bonds are to be signed by the City Manager and countersigned by the Finance Director/City Treasurer, with the Finance Director/City Treasurer having the discretion of fixing the dates, maturities, denominations, place of payment, interest rate or rates and form, and to provide for the sale of the bonds.

AND FURTHER BE IT RESOLVED THAT:

Pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the City of Dover's participation in the NH Drinking Water State Revolving Fund (DWSRF) Program is hereby authorized for financing the North End Water Pressure Improvements project. The City Manager and Finance Director/Treasurer are authorized, on behalf of the City of Dover, to file for participation in the NH DWSRF Program and obtain loans through the program for the North End Water Pressure Improvements project.

NOTE: This resolution requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage with the vote deferred until at least three (3) days after public hearing.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2010.11.17 – 144**
Resolution Re: **Appropriation for FY2012 Capital Improvements
Program and Authorization for Bonding**

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

Approved as to Legal Form: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2010.11.17 – 144**

Resolution Re: **Appropriation for FY2012 Capital Improvements Program and Authorization for Bonding**

RESOLUTION BACKGROUND MATERIAL:

This resolution makes appropriations for the projects of the FY2012 Capital Improvements Program financed by debt and authorizes the sale of bonds.

This resolution makes appropriations for projects that are scheduled to be completed over multiple years. The Finance Department requests from all departments with projects to submit cash flow requirements for projects. These cash flow projections are completed to determine the amount by project for the coming bond issuance. Those projects that are not financed or are only partially financed remain as authorized unissued debt and bonded (financed) when the cash need arises.

The City's participation in the NH Drinking Water State Revolving Fund (DWSRF) Program provides for up to 15% principal forgiveness provision. Based on the proposed \$2,000,000 being requested for authorization, the City could have \$300,000 in principal forgiven.

Debt Authorization versus Debt Retirement

The following table compares the tentative authorization amount to the amount of debt being retired: The Net Sewer reflects the amount retired by user fees (total debt retirement less State aid for principal).

Description	City	School	General Fund	Water	Net Sewer	Total
FY2012 Authorization	4,200,000	-	4,200,000	2,000,000	4,000,000	10,200,000
FY2012 Retirement	4,052,997	2,488,695	6,541,692	946,000	1,789,500	9,518,682
Net Change	147,003	-2,488,695	-2,341,692	1,054,000	2,210,500	681,318

Legal Debt Limits

The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2010 and this authorization, against the legal debt limits.

Description	City	School	Water	DBIDA-IP	DBIDA-IB	Exempt	Total
Debt Outstanding	40,366,288	31,196,754	11,344,000	345,000	1,761,189	18,460,028	103,473,259
Authorized - Unissued	5,516,765	56	2,000,000	0	0	2,929,157	10,445,978
Total Issued & Unissued	45,883,053	31,196,810	13,344,000	345,000	1,761,189	21,389,185	113,919,237
 This Authorization	 4,200,000	 -	 2,000,000	 -	 -	 4,000,000	 10,200,000
Grand Total	50,083,053	31,196,810	15,344,000	345,000	1,761,189	25,389,185	124,119,237
 Legal Debt Limit	 83,067,093	 193,823,217	 276,890,310	 4,000,000	 NA	 NA	
Unused Capacity	32,984,040	162,626,407	261,546,310	3,655,000			
Percent Unused	39.7%	83.9%	94.5%	91.4%			

Notes: Legal debt limits are based on a percent of equalized assessed value. City 3%, School 7%, Water 10%.

DBIDA limits are set by special legislation.

IP = Industrial Park projects

IB = Industrial Building projects

Exempt includes Sewer, Special Revenue Funds and Tolend Road Landfill debt.

2010.11.17_cip2012_authorization_for_bonding_rev_2_de

Document Created by: Finance Department

c_8_2010

Document Posted on: January 21, 2011

Page 3 of 5



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2010.11.17 – 144**
Resolution Re: **Appropriation for FY2012 Capital Improvements Program and Authorization for Bonding**

Rate Impacts

The following tables summarize the change from year to year on the Property Tax Rate and the Utility Rates, net of existing debt service and aid, related to this FY12 authorization. The top table reflects the impact of the new CIP projects only; the second set reflects the combined impact of the new CIP projects and anticipated debt related to prior year authorizations. The rate changes have been adjusted for any amendments to projects from the proposed CIP.

CIP Only

Net Change in Property Tax Rates

	2012	2013	2014
City	0.04	0.09	0.09
School	-	-	-
Total Change	0.04	0.09	0.09
Est Tax Rate	23.79	23.88	23.97
% Change City	0.45%	1.00%	1.00%
% Change School	0.00%	0.00%	0.00%
% Change Total	0.17%	0.38%	0.38%

Including Prior Year Authorizations

Net Change in Property Tax Rates

	2012	2013	2014
City	(0.02)	(0.04)	0.03
School	(0.05)	(0.04)	(0.04)
Total Change	(0.07)	(0.08)	(0.01)
Est Tax Rate	23.68	23.60	23.59
% Change City	-0.22%	-0.45%	0.34%
% Change School	-0.52%	-0.42%	-0.42%
% Change Total	-0.29%	-0.34%	-0.04%

Rate per \$1,000 of Assessed Value

CIP Only

Net Change in Utility Rates

	2012	2013	2014
Water	0.10	0.20	0.19
Sewer	0.21	0.43	0.42
Total Change	0.31	0.63	0.61
Est Utility Rate	9.28	9.91	10.52
% Change Water	2.54%	4.96%	4.60%
% Change Sewer	4.17%	8.19%	7.68%
% Change Total	3.46%	6.79%	6.35%

Including Prior Year Authorizations

Net Change in Utility Rates

	2012	2013	2014
Water	0.23	0.03	0.06
Sewer	0.34	0.25	0.27
Total Change	0.57	0.28	0.33
Est Utility Rate	9.54	9.82	10.15
% Change Water	5.85%	0.72%	1.52%
% Change Sewer	6.75%	4.65%	5.10%
% Change Total	6.35%	2.94%	3.57%

Rate per 100 Cubic Feet of Water Consumption



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2010.11.17 – 144**

Resolution Re: **Appropriation for FY2012 Capital Improvements
Program and Authorization for Bonding**

The table below reflects the net change from year to year, and the total change after 3 years, for an average single family home for taxes and user fees, based on the FY11 assessed value at \$252,939 with 75 HCF of average water usage.

Impact to Average Single Family Home

Description	Yr1	Yr2	Yr3	Change After 3 Years
CIP Only				
Property Tax	10	23	23	56
Water Fees	8	15	14	37
Sewer Fees	16	32	32	80
Total Avg SFH Impact	33	70	69	172
Including PY Authorizations				
Property Tax	(18)	(20)	(3)	(40)
Water Fees	17	2	5	24
Sewer Fees	26	19	20	65
Total Avg SFH Impact	25	1	22	48



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2010.11.17 – 145**
Resolution Re: **Appropriation For FY2012 Capital Improvements
Program – Non-Debt Financed Projects**

WHEREAS: The City Council desires to make public improvements as listed in the Capital Improvements Program for Year 1 and to finance these improvements with transfers from Reserve Trust Funds and appropriation of existing funds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL, THAT:

The following capital outlays are appropriated as part of the FY12 Capital Improvements Program for the purposes so designated and the Finance Director is authorized to transfer the funds from the respective Reserve Funds in the amounts listed.

Item	Description	Appropriation	Funding	Fund
1	Ambulance Replacement	\$155,000	General Fund Capital Reserve	Trust
2	Public Works Heavy Equipment	200,000	General Fund Capital Reserve	Trust
3	TIP - Rehab Washington St & Arch St Bridge	5,000	Transportation Capital Reserve	Trust
4	TIP - FasTrans - Dover Public Transit	90,000	Transportation Capital Reserve	Trust
5	Central Avenue Corridor Signalization	206,000	Transportation Capital Reserve	Trust
6	Jenny Thompson Pool Bathhouse	185,000	Park Improvements Reserve	Trust
7	Water Exploration	100,000	Water Fund Capital Reserve	Trust
8	Wellhead Protection	100,000	Water Fund Capital Reserve	Trust
9	Inflow/Infiltration Mitigation	250,000	Sewer Fund Capital Reserve	Trust
	Total	<u>\$1,291,000</u>		

Note: This resolution requires a public hearing and a 2/3 majority vote according to C6-6 of the charter.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

Approved as to Legal Form: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2010.11.17 – 145**
Resolution Re: **Appropriation For FY2012 Capital Improvements
Program – Non-Debt Financed Projects**

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2010.11.17 – 145**
Resolution Re: **Appropriation For FY2012 Capital Improvements
Program – Non-Debt Financed Projects**

RESOLUTION BACKGROUND MATERIAL:

This resolution appropriates reserve trust funds and special revenue funds to finance a portion of the FY12 Capital Improvements Program. In addition, it authorizes the transfer of Reserve Trust Fund moneys.

The following table reflects the amount to be appropriated from the various funds and their projected balances as of 6/30/2011:

Description	Proposed Appropriation	Balance 6/30/2011
Trust Reserve Funds CIP		
General Fund Capital Reserve *	355,000	-
Transportation Improvements	301,000	409,539
Park Improvements Reserve **	185,000	282
Water Capital Reserve	200,000	2,202,122
Sewer Capital Reserve	250,000	453,121
Totals	<u>\$1,291,000</u>	

* The General Fund Capital Reserve will have sufficient funds for the appropriation as a transfer from the General Fund of \$500,000 into the trust is proposed in the CIP FY 2012-2017 to be budgeted during FY2012.

** The Park Improvements Capital Reserve will have sufficient funds for the appropriation based on a transfer into the Park Improvements Capital Reserve of Sand & Gravel revenue of \$185,000 projected to be available on June 30, 2011.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R - 2011.01.12 - 10**

Resolution Re: Amendment of FY2011 Fee Schedule to Establish On-Street Parking Permit Rates

WHEREAS: The Dover Parking Commission has reviewed the current parking inventory and needs of employees of downtown area businesses for long term parking, and;

WHEREAS: The Dover Parking Commission has recommended that monthly permits for on-street locations be added to the FY11 fee schedule as follows: Zone A locations \$45/month and Zone B locations \$20/month. Locations of the zones will be authorized by the Parking Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The City Council of the City of Dover authorizes changes to the Police Department section, p. 10, Parking Permit Monthly Fees, of the approved FY 2011 Fee Schedule as follows:

On-Street Parking Permits: Zone A: \$45

On-Street Parking Permits: Zone B: \$20

The City Manager recommends that this resolution be adopted.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

Approved as to Legal Form: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk

NOTE: This resolution requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage. Resolution to be referred to public hearing.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R - 2011.01.12 - 10**

Resolution Re: Amendment of FY2011 Fee Schedule to Establish On-Street
Parking Permit Rates

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R - 2011.01.12 - 10**

Resolution Re: Amendment of FY2011 Fee Schedule to Establish On-Street Parking Permit Rates

RESOLUTION BACKGROUND MATERIAL:

There are multiple locations in the downtown where two-hour, time limited on-street parking spaces are located, but remain largely unutilized. These spaces tend to not be in locations that are proximal to destinations requiring short-term parking. Rather than maintaining the status quo, these spaces should be made available for use by employees of downtown area businesses through the sale of special on-street monthly parking permits.

This proposal was also a recommendation in the Lansing Melbourne Group Downtown Parking Facility and Management Study.

The authorized number of permits per location would be a function of the Parking Manager based on non-permit usage rates. Locations would be authorized by the Parking Commission.

This recommendation was unanimously supported by the Parking Commission at their December 14, 2010 meeting.

Current recommendation by the Parking Commission

ZONE A (\$45/Month)

<u>Location</u>	<u>Available spaces</u>	<u># permits</u>
Second Street	57	20
Chapel Street	12	4

ZONE B (\$20/Month)

<u>Location</u>	<u>Available spaces</u>	<u># permits</u>
3 rd Street (Chestnut to Grove)	26	10
4 th Street (Chestnut to Grove)	23	10
Henry Law Ave (south of pool)	29	15
Kirkland Street	16	5
Green Street	12	4



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

RAFFLE*.....TAG*.....PARADE**..... BLOCK PARTY**..... ROAD TOLL***.....

Fill In Completely and Return To City Clerk NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: Greater Dover Chamber of Commerce
Federal Tax ID number for Organization: 02-0127246
Nature of Organization: Religious, Educational, Charitable, Civic, Sports, Veterans, Fraternal or Political

Contact Person: Kirt Schuman Day Time Telephone: 603/742-2218

Address: 550 Central Ave Email Address: kirt@cdanet.org

Purpose of Permit: Sweepstakes Event

Date of Event: 4/29/2011 Specific Time: 7:00 - 10:00pm

Location of Event: Dover Ice Arena

(Raffle Permit only)
Prize (s) To Be Awarded: Cash + Silent Auction

Amount of Donation: Varies Date of Drawing: 4/29/2011 Specific Time: 7:00 - 10:00pm

Place of Drawing: Dover Ice Arena

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way for us to contact you during the day so the request can expedited Information on these requirements may be found at http://doj.nh.gov/publications/charitable_forms.html.

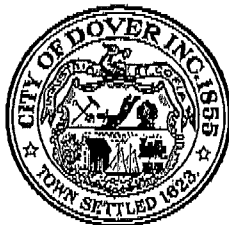
** NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.
I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A , RSA 31:91 and/or RSA 286 and I agree to abide by same.

Signature: [Signature] Date: 1/8/2011

Licensing Board approval [Signature] Date: 1/11/11
Revised 03/17/08



RECEIVED
DOVER CITY CLERK
DOVER, NH

2011 JAN -3 P 3:25

APPLICATION CITY OF DOVER, NEW HAMPSHIRE

RAFFLE*.....TAG*.....PARADE**..... BLOCK PARTY**..... ROAD TOLL***.....

Fill In Completely and Return To City Clerk NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: Girl Scouts of the Green + White Mtns. Troop 2102

Federal Tax ID number for Organization: _____

Nature of Organization: Religious, Educational, Charitable, Civic, Sports, Veterans, Fraternal or Political

Contact Person: Christine Skver

Day Time Telephone: 603-833-0233

Stratford, NH 03884

Address: 35 Mohawk Trail Way

Email Address: cpstover@metrocast.net

Purpose of Permit: set up table to sell Girl Scout cookies

Date of Event: 2/00/2010

Specific Time: 10A -4p

Location of Event: Shaws Supermarket

(Raffle Permit only)

Prize (s) To Be Awarded: _____

Amount of Donation: _____

Date of Drawing: _____

Specific Time: _____

Place of Drawing: _____

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way for us to contact you during the day so the request can expedited. Information on these requirements may be found at http://doj.nh.gov/publications/charitable_forms.html.

** NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.

I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by same.

Signature: Christine Skver

Date: 1/3/2010

Licensing Board approval: [Signature]

Date: 1/7/10

Revised 03/17/08



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2011.01.26 – 11**
Resolution Re: Acceptance of Mallard Lane

- WHEREAS: Mallard Lane is ready for acceptance as a City street; and
- WHEREAS: The Engineering Division has reviewed this street and determined that it meets City standards and specifications for street acceptance and has received a maintenance guarantee; and
- WHEREAS: Mallard Lane was dedicated by the developer by the filing and recording of an approved subdivision plan recorded in the Strafford County Registry of deeds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

Mallard Lane is accepted as a City Street according to the metes and bounds description.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By Request

Approved for Legal Compliance: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2011.01.26 – 11**
Resolution Re: Acceptance of Mallard Lane

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2011.01.26 – 11**

Resolution Re: Acceptance of Mallard Lane

RESOLUTION BACKGROUND MATERIAL:

A street is created as an official public way in one of 4 ways as follows:

- Highway layout
- Prescription
- Dedication and acceptance
- Deed

Creation of this street as an official highway by dedication and acceptance will be accomplished with this resolution. The vast majority of highways in the modern age are created by dedication and acceptance.

The process is a two-step process. The most common act of dedication is the filing and recording of an approved subdivision plan. The second and final step is a formal vote of acceptance by the City Council.

The City of Dover maintains and provides services for city streets. Only streets meeting city specification are accepted.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2011.01.26 – 12**
Resolution Re: Acceptance of Picard Lane

WHEREAS: Picard Lane is ready for acceptance as a City street; and

WHEREAS: The Engineering Division has reviewed this street and determined that it meets City standards and specifications for street acceptance and has received a maintenance guarantee; and

WHEREAS: Picard Lane was dedicated by the developer by the filing and recording of an approved subdivision plan recorded in the Strafford County Registry of deeds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

Picard Lane is accepted as a City Street according to the metes and bounds description.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By Request

Approved for Legal Compliance: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2011.01.26 – 12**
Resolution Re: Acceptance of Picard Lane

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2011.01.26 – 12**

Resolution Re: Acceptance of Picard Lane

RESOLUTION BACKGROUND MATERIAL:

A street is created as an official public way in one of 4 ways as follows:

- Highway layout
- Prescription
- Dedication and acceptance
- Deed

Creation of this street as an official highway by dedication and acceptance will be accomplished with this resolution. The vast majority of highways in the modern age are created by dedication and acceptance.

The process is a two-step process. The most common act of dedication is the filing and recording of an approved subdivision plan. The second and final step is a formal vote of acceptance by the City Council.

The City of Dover maintains and provides services for city streets. Only streets meeting city specification are accepted.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2011.01.26 – 13**
Resolution Re: Acceptance of Carriage Hill Lane

WHEREAS: Carriage Hill Lane is ready for acceptance as a City street; and

WHEREAS: The Engineering Division has reviewed this street and determined that it meets City standards and specifications for street acceptance and has received a maintenance guarantee; and

WHEREAS: Carriage Hill Lane was dedicated by the developer by the filing and recording of an approved subdivision plan recorded in the Strafford County Registry of deeds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

Carriage Hill Lane is accepted as a City Street according to the metes and bounds description.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By Request

Approved for Legal Compliance: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2011.01.26 – 13**
Resolution Re: Acceptance of Carriage Hill Lane

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2011.01.26 – 13**

Resolution Re: Acceptance of Carriage Hill Lane

RESOLUTION BACKGROUND MATERIAL:

A street is created as an official public way in one of 4 ways as follows:

- Highway layout
- Prescription
- Dedication and acceptance
- Deed

Creation of this street as an official highway by dedication and acceptance will be accomplished with this resolution. The vast majority of highways in the modern age are created by dedication and acceptance.

The process is a two-step process. The most common act of dedication is the filing and recording of an approved subdivision plan. The second and final step is a formal vote of acceptance by the City Council.

The City of Dover maintains and provides services for city streets. Only streets meeting city specification are accepted.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2011.01.26 – 14**

Resolution Re: Resolution to Establish a Storm Water Utility

WHEREAS: A study committee of citizen stakeholders and interested citizens was formed to study the feasibility and advisability of establishing a storm water utility for the City of Dover; and

WHEREAS: The committee researched the issues surrounding the establishment of a storm water utility while utilizing an outside consultant to assist in the review of issues; and

WHEREAS: Ad-Hoc Storm water Advisory Committee has issued a report with a recommendation that a new storm water utility be established;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

- (1) A Storm Water Utility shall be formed for the City of Dover; and
- (2) An Ad-Hoc Stormwater Utility Implementation Committee is hereby established to devise the specific rules and procedures for the creation and operation of a Storm Water Utility under the jurisdiction of the Dover Utilities Commission. Said committee shall consist of seven (7) members; membership to be comprised as follows: Three (3) members of the Dover utilities commission, one (1) city staff member as designated by the city manager, and three (3) citizen volunteers from the community, all to be nominated by the Mayor or any City Councilor and appointed by vote of the City Council. A member of the utility commission shall be the chair as designated by the city council.

The purpose shall be to assist the Dover Utilities Commission in establishing rates and rules for the stormwater utility, with an emphasis on identification and documentation of specific, measurable credits available to on-residential properties. Enumerated metrics shall be identified for residential property credits as well. The council recommends, per the Ad-Hoc Stormwater Utility Feasibility Study Committee, an outside consultant be retained for review of relevant issues; and

- (3) The rules and regulations for the new Storm Water Utility shall come before the City Council for review and approval.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Jan Nedelka
Councilor, Ward 3

Approved for Legal Compliance: Allan B. Krans, Sr.
General Legal Counsel

Sponsored by: Dorothea Hooper
Councilor, Ward 4

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2011.01.26 – 14**

Resolution Re: Resolution to Establish a Storm Water Utility

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2011.01.26 – 14**

Resolution Re: Resolution to Establish a Storm Water Utility

RESOLUTION BACKGROUND MATERIAL:

This resolution forms the next step in the establishment of a Storm Water Utility based upon the recommendation of the Ad-Hoc Storm Water Advisory Committee. The specific charge to the new committee is to devise rules and procedures for the creation and operation of the Storm Water Utility. The rules and procedures will be subject to review and adoption by the Dover City Council at a later date.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2011.01.26 - 4**
Ordinance Title: Boards Commissions and Committees - Dover Utility
Commission – Storm Water Functions
Chapter: 5-9

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to add Storm Water Utility functions to the jurisdiction of the Dover Utilities Commission.

2. AMENDMENT

Chapter 5 entitled “Boards Commissions and Committees” is hereby amended by revising Section 5-9, “Dover Utilities Commission”

- A. MEMBERSHIP: The Dover Utilities Commission shall consist of seven (7) members and one (1) alternate.
- B. TERM OF MEMBERS: Members shall be appointed to terms of three (3) years.
- C. AUTHORITY AND DUTIES: The Dover Utilities Commission shall perform the following functions:
 - 1. Study, consider and recommend to the City Council and the City Manager, or designee, general policies for the operation of the water, ~~and sewer~~ **and storm water** functions of the Community Services Department;
 - 2. Hear and decide abatement appeal requests filed by citizens regarding administrative abatement decisions.

REQUIRES A PUBLIC HEARING

3. TAKES EFFECT

This ordinance shall take effect upon passage and publication of notice as required by RSA 47:18.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Jan Nedelka
Councilor, Ward 3

Approved for Legal Compliance: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

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Ordinance Number: **O – 2011.01.26 - 4**
Ordinance Title: Boards Commissions and Committees - Dover Utility
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DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2011.01.26 - 4**
Ordinance Title: Boards Commissions and Committees - Dover Utility
Commission – Storm Water Functions
Chapter: 5-9

ORDINANCE BACKGROUND MATERIAL:

This ordinance compliments the adoption of a resolution creating Storm water utility. The scope of advisory authority of the Dover Utilities Commission is expanded to include not only water, sewer, but also storm water matters.